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CABINET

DATE:	Friday, 26 July 2024
TIME:	10.30 am
VENUE:	Town Hall, Station Road, Clacton- on-Sea, CO15 1SE (Committee Room)

AEMBERSHIP:		
Councillor M Stephenson	 Leader of the Council; Portfolio Holder for Corporate Finance & Governance 	
Councillor I Henderson	 Deputy Leader; Portfolio Holder for Economic Growth, Regeneration & Tourism 	
Councillor A Baker	 Portfolio Holder for Housing & Planning 	
Councillor M Barry	- Portfolio Holder for Leisure & Public Realm	
Councillor M Bush	- Portfolio Holder for the Environment	
Councillor P Kotz	- Portfolio Holder for Assets	
Councillor G Placey	- Portfolio Holder for Partnerships	
Councillor G Scott	- Portfolio Holder for Arts, Culture & Heritage	

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DATE OF PUBLICATION: THURSDAY, 18 JULY 2024

AGENDA

1 Apologies for Absence

The Cabinet is asked to note any apologies for absence received from Members.

2 <u>Minutes of the Last Meeting</u> (Pages 7 - 38)

To confirm and sign the minutes of the last meeting of the Cabinet held on Friday 24 May 2024.

3 <u>Declarations of Interest</u>

Councillors are invited to declare any Disclosable Pecuniary Interests, Other Registerable Interests of Non-Registerable Interests, and the nature of it, in relation to any item on the agenda.

4 Announcements by the Leader of the Council

The Cabinet is asked to note any announcements made by the Leader of the Council.

5 <u>Announcements by Cabinet Members</u>

The Cabinet is asked to note any announcements made by Members of the Cabinet.

6 <u>Matters Referred to the Cabinet by the Council</u>

There are no matters referred to the Cabinet by the Council on this occasion.

7 <u>Matters Referred to the Cabinet by a Committee</u>

There are no matters referred to the Cabinet by a Committee on this occasion.

8 Leader of the Council's' Items

There are no matters submitted to the Cabinet by the Leader of the Council on this occasion.

9 <u>Cabinet Members' Items - Report of the Assets Portfolio Holder - A.1 - Removal of</u> 25 areas of land from the Property Dealing Procedure following an initial review of 69 areas of land under the Procedure (Pages 39 - 182)

To consider whether to remove 25 areas of land from the Property Dealing Procedure in accordance with the list attached at Appendix A and to further consider the remaining 44 listed at Appendix B, following an initial review of the previous 69 areas of land over which the Property Dealing Procedure was initiated in July 2022.

10 <u>Cabinet Members' Items - Report of the Corporate Finance and Governance</u> <u>Portfolio Holder - A.2 - Treasury Management Performance 2023/24</u> (Pages 183 - 200)

To report on the Council's treasury management activities and Prudential Indicators for 2023/24.

11 <u>Cabinet Members' Items - Report of the Economic Growth, Regeneration and</u> <u>Tourism Portfolio Holder - A.3 - Resources to increase project delivery and</u> <u>progress Levelling Up Partnership</u> (Pages 201 - 216)

To recommend that Cabinet set aside £1m to pay for a Project Delivery Unit for two years to increase the capacity of the Council to progress the significant number of project workstreams it has underway.

To update Cabinet on progress with one of the Council's most significant new workstreams, the Levelling Up Partnership, and recommend that Cabinet approves the principle of the Council entering into the Partnership with Government. The current partnership approach is to deliver projects through the Council being the Accountable Body, working with partners to achieve place-based regeneration in Clacton and Jaywick.

12 <u>Cabinet Members' Items - Report of the Economic Growth, Regeneration & Tourism</u> <u>Portfolio Holder - A.4 - Investment Plan for the Clacton Long Term Plan for Towns</u> (Pages 217 - 232)

The Council is committed to town centre regeneration and has been allocated funding by Government to support a long-term plan for Clacton-on-Sea.

This report seeks Cabinet's input of the draft Long Term Plan proposals, which are due to be submitted to Government by 1st August 2024. Additional input will also be obtained from the Clacton Councillors consultation planned for 9th July and the Clacton Town Board next week.

The plan is underpinned by evidence gathering and strategic analysis of past community and business consultations, as we were unable to undertake the planned engagement on the plan due to the restrictions of the pre-election period. It is also supported by workshops with officers, key stakeholders, and the Clacton Town Board. It highlights some of the unique characteristics and strengths of Clacton, which we will build on to transform the economic and social prosperity of the town.

<u>Please note that Annex 1 to the report (the Long Term Plan) is to follow as it will</u> <u>first be considered at the meeting of the Clacton Town Board on 19 July 2024.</u>

13 <u>Cabinet Members' Items - Report of the Economic Growth, Regeneration & Tourism</u> <u>Portfolio Holder - A.5 - Update on Officer Investigations of Milton Road and Victoria</u> <u>Street, Dovercourt Sites</u> (Pages 233 - 244)

To note progress of the Officer investigations into the opportunity to bring forward the Milton Road element of the Dovercourt scheme from the Capital Regeneration Project funding, and to agree the demolition of Milton Road car park, and to agree drawdown of Capital Regeneration grant funding to progress this work.

14 <u>Cabinet Members' Items - Report of the Environment Portfolio Holder - A.6 - Waste</u> <u>Management, Recycling & Street Cleansing Options Appraisal</u> (Pages 245 - 290)

- Provide Cabinet with an update on progress with future options for kerbside waste and recycling collection and street sweeping beyond the expiry in 2026 of the current contractual arrangements;
- Seek approval to go out to tender in order to find a suitable service provider;
- Seek adoption of the Core Specification Principles; and,
- Delegate a number of decisions to portfolio holders and officers to ensure a smooth progression of this work.

15 <u>Cabinet Members' Items - Report of the Housing & Planning Portfolio Holder - A.7 -</u> <u>Adoption of First Seven Conservation Area Appraisals and Management Plans and</u> <u>Start of the Local List Project</u> (Pages 291 - 840)

To update Cabinet on the progress of updating the District's Conservation Area Appraisal and Management Plans and preparing a Local List of non-designated heritage assets.

To seek agreement from Cabinet that the final versions of seven Conservation Area Appraisals and Management Plans be adopted by the Council.

To seek agreement from the Cabinet that the final version of the Local List Criteria also be adopted by the Council.

16 <u>Cabinet Members' Items - Report of the Partnerships Portfolio Holder - A.8 -</u> <u>Tendring's Careline Service Review</u> (Pages 841 - 874)

To set out the outcome of a review of the Tendring's Careline Service in the context of the change in the market landscape, a number of on-going challenges, including its future financial sustainability, and to present a preferred option for the future provision for public consultation.

17 <u>Cabinet Members' Items - Report of the Corporate Finance and Governance</u> <u>Portfolio Holder - A.9 - Financial Outturn 2023/24</u> (Pages 875 - 888)

To seek approval of the allocation of the overall 2023/24 General Fund revenue variance along with a number of proposed budget adjustments in 2024/25.

18 <u>Management Team Items - Report of the Head of Democratic Services & Elections -</u> <u>A.10 - Petition: Request for Provision of Public Conveniences in Jaywick Sands</u> <u>Beach Area</u> (Pages 889 - 896)

To formally report the receipt of a petition submitted requesting the provision of public conveniences in the Jaywick Sands beach area.

To:

Date of the Next Scheduled Meeting

The next scheduled meeting of the Cabinet is to be held in the Town Hall, Station Road, Clacton-on-Sea, CO15 1SE at 10.30 am on Friday, 20 September 2024.

Information for Visitors

TOWN HALL FIRE EVACUATION PROCEDURE

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MINUTES OF THE MEETING OF THE CABINET, HELD ON FRIDAY, 24TH MAY, 2024 AT 10.30 AM IN THE COMMITTEE ROOM, AT THE TOWN HALL, STATION ROAD, CLACTON-ON-SEA, CO15 1SE

Present: Councillors M E Stephenson (Leader of the Council), I J Henderson (Deputy Leader of the Council and Economic Growth, Regeneration & Tourism Portfolio Holder)), Baker (Housing & Planning Portfolio Holder), Barry (Leisure & Public Realm Portfolio Holder), Bush (Environment Portfolio Holder), Kotz (Assets Portfolio Holder) and Placey (Partnerships Portfolio Holder)

Group Leaders Present by Invitation: Councillors Bray (Leader of the Tendring Residents' Alliance Group), Chapman BEM (Leader of the Independents Group), P B Honeywood (Leader of the Conservative Group) and Scott (Leader of the Liberal Democrats Group)

In Attendance: Damian Williams (Corporate Director (Operations and Delivery)), Lee Heley (Corporate Director (Place & Economy)), Gary Guiver (Director (Planning)), Lisa Hastings (Assistant Director (Governance) & Monitoring Officer), Richard Barrett (Assistant Director (Finance and IT) & Section 151 Officer), Andy White (Assistant Director (Building and Public Realm)), Keith Simmons (Head of Democratic Services and Elections & Deputy Monitoring Officer), John Fox (Head of Health & Community), Ian Ford (Committee Services Manager), William Lodge (Communications Manager), Keith Durran (Committee Services Officer) and James Dwan (Communications Officer)

1. APOLOGIES FOR ABSENCE

An apology for absence was submitted on behalf of the Chief Executive (Ian Davidson).

2. PARLIAMENTARY GENERAL ELECTION - THURSDAY 4 JULY 2024

The Head of Democratic Services & Elections (Keith Simmons) informed Cabinet that the Prime Minister in calling the General Election for 4th July 2024 had also given Direction to the Civil Service that the pre-election period would commence at one minute past midnight tomorrow.

The Local Government Association (LGA) had given its advice to its members (Tendring District Council was a member of the LGA) to follow suit and therefore the pre-election period for local government will start at the same time (i.e. at one minute past midnight tomorrow). Guidance would be given to Councillors and Officers pursuant to the pre-election protocol that would be followed here.

3. <u>MINUTES OF THE LAST MEETING</u>

It was moved by Councillor M E Stephenson, seconded by Councillor Barry and:-

RESOLVED that the minutes of the meeting of the Cabinet, held on Friday 19 April 2024, be approved as a correct record and be signed by the Chairman.

4. DECLARATIONS OF INTEREST

Councillor I J Henderson declared an Other Registrable Interest in respect of report A.1 (Freeport East Progress and Business Plan) insofar as he had been appointed to the Board of Freeport East Ltd on behalf of Tendring District Council (TDC).

Councillors I J Henderson and M E Stephenson both declared an Other Registrable Interest in respect of report A.3 (Progress with Town Centre Regeneration through the Clacton Long Term Plan for Towns and Dovercourt High Street Accelerator) in that they had both been appointed to the Clacton Town Board on behalf of TDC.

Councillor I J Henderson declared an interest in respect of report A.9 (Part Funded Police Community Support Officer for Harwich and Dovercourt) insofar as he was also a Harwich Town Councillor and therefore a decision maker on this matter at Harwich Town Council. He informed Cabinet that he would withdraw from the meeting at the appropriate juncture and that he would take no part in the consideration of this matter nor the voting thereon.

Lisa Hastings, acting in her role as Monitoring Officer and under delegated powers made the following statement:-

"Cllr Henderson has been appointed to the Board of Freeport East Ltd (item A1) on behalf of TDC, therefore this is an Other Registerable Interest and following the principles within Section 33 of the Localism Act 2011 and in accordance with Paragraph 9.1 and paragraph 6 of Appendix B of the Tendring District Council's Members Code of Conduct, I consider it is appropriate for the Cabinet Member appointed to the Company to have to a dispensation to be able to present the item, take part in the debate and vote on the item.

Similarly, these same principles apply to item A9, as both Cllr Henderson and Cllr Stephenson, Leader of the Council, have been appointed to the Town Board on behalf of the Council.

Cllr Henderson has also declared an interest for the PCSO item, however for the record a dispensation is not being granted for this item and Cllr Henderson will leave the room and not take part in this report."

Councillor Bray declared for the public record, in relation to report A.4 (Adoption of a Reasonable Adjustments Policy; Vulnerability Policy; and Unacceptable Customer Behaviour Policy) and report A.5 (Annual Housing Complaints Performance and Service Improvement Report including Self-Assessment against the Housing Ombudsman's Complaint Handling Code), that he was a housing tenant of Tendring District Council.

5. ANNOUNCEMENTS BY THE LEADER OF THE COUNCIL

There were no announcements made by the Leader of the Council on this occasion.

6. ANNOUNCEMENTS BY CABINET MEMBERS

There were no announcements made by members of the Cabinet on this occasion.

7. MATTERS REFERRED TO THE CABINET BY THE COUNCIL

There were no matters referred to the Cabinet by the Council on this occasion.

8. <u>LEADER OF THE COUNCIL'S' ITEMS - JOINT REPORT OF THE LEADER OF THE</u> <u>COUNCIL AND THE ECONOMIC GROWTH, REGENERATION & TOURISM</u> <u>PORTFOLIO HOLDER - A.1 - FREEPORT EAST PROGRESS AND BUSINESS PLAN</u>

Earlier on in the meeting as detailed under Minute 4 above, Councillor I J Henderson had declared an Other Registrable Interest insofar as he had been appointed to the Board of Freeport East Ltd on behalf of TDC. The Monitoring Officer (Lisa Hastings) following the principles within Section 33 of the Localism Act 2011 and in accordance with Paragraph 9.1 and paragraph 6 of Appendix B of the Tendring District Council's Members Code of Conduct, had decided it was appropriate for the Cabinet Member appointed to the Company to have to a dispensation to be able to present the item, take part in the debate and vote on the item.

Cabinet considered a detailed joint report of the Leader of the Council and the Economic Growth, Regeneration & Tourism Portfolio Holder (A.1), which updated it on progress with the Freeport East Programme, and which also recommended the approval of the Freeport East Ltd annual business plan for 2024/25 and the Retained Business Rates Strategy.

Freeport East

Cabinet was aware that Freeport East was a Government backed hub for investment, trade and innovation. It was central to the Government's agenda for driving clean growth, promoting regeneration and job creation to level up communities. Freeport East included the Port of Felixstowe and Harwich International Port, and the Gateway 14 site in Stowmarket, Suffolk. It comprised 275 hectares of space and facilities across three sites eligible for tax relief ("Tax Sites") at Felixstowe dock, Bathside Bay in Harwich, and Gateway 14 in Stowmarket.

Members were reminded that Freeport East Ltd had been incorporated as a Company Limited by Guarantee in December 2022. It had been established by a range of local public and private partners, to act as the main counterpart to Government, for delivery of the Freeport policy for Freeport East. Tendring District Council was one of the Founding Members of Freeport East Ltd.

Cabinet recalled that it had previously approved the appointment of Councillor Ivan Henderson as a Freeport East Company Director, but to date it had not appointed an Alternate Director. The Company's Articles of Association stated that any public sector director of the company could appoint an alternate who was an officer or employee, or an elected member. Any appointment or removal of an Alternate must be effected by notice in writing to the Company signed by the Appointor. The Board was responsible for registering any alternates at Companies House.

To that end it was proposed that the Alternate Director be Lee Heley, Corporate Director (Place and Economy). If agreed by Cabinet this would be submitted in writing by Councillor Henderson to the Company.

Business Plan

It was reported that Freeport East Ltd had produced a draft annual Business Plan. The Business Plan set out the key priorities for the year (e.g. developing a high performing organisation; delivering an ambitious vision for Freeport East; delivering investment; and making the most of its visibility and voice), and how it would deliver them, including the types of activities they would pursue, and the resources needed to deliver those. It also set out a high-level summary of key achievements for 2023/24, its first year of operation. The Business Plan was supported by a range of more detailed operational documents.

Cabinet was reminded that the Business Plan needed to be approved by the Founding Members, as set out in the Members' Agreement. Once the Business Plan was approved, Freeport East intended to publish the final version on their website as an important means to convey to the wider public the scope of what they were delivering.

As well as setting the direction for the organisation, the Business Plan also created a framework for expenditure that could be followed internally. Freeport East Ltd cost in the region of £1.25m per year, funded originally through Government grant but now through the business rate income as set out in the Retained Business Rates Strategy.

It was noted that the £1.25m included a slight increase in head count for the central Freeport East team. That increase had been requested by central Government, who wanted all Freeports to be able to demonstrate their capacity to deliver against Government objectives, and it had been one of the conditions attached to the announcement in the Autumn Statement that had extended the tax reliefs from five to 10 years. (The other conditions included evidence of progress on the tax sites.)

Retained Business Rates Strategy (Local Growth and Investment Strategy)

Cabinet was informed that, in addition to the Business Plan, Freeport East, in consultation with partners, had developed a 'Retained Business Rates Strategy' (Annex 2) that set out how Freeport East would pool, allocate, spend and monitor the retained business rate income that was collected on the Freeport tax sites over the next 25 years. (This included the company's operational costs.) It was proposed to be renamed the Freeport East Local Growth and Investment Strategy in order to give it more relevance to a public audience.

Members were made aware that the Strategy had been approved by the Board in March 2024, subject to an amendment, which would include additional wording on page 20: *"Reflecting this principle in the case of Bathside Bay specifically, and to fully reflect the intent of decisions made by Tendring District Council in relation to business rates usage and to achieve the site developments envisaged in the Full Business Case, 70% of the total retained business rates from the Harwich tax site are planned to be allocated to support the development of the Harwich tax site to achieve the outcomes of the Green Energy Hub."*

As a result, the Freeport East's 'Business Rates Strategy' would align with this Council's final' Freeport East Policy for Managing Retained Business Rates', which had been approved by Cabinet in January 2023.

Cabinet was advised that the Strategy was intended to be a single point of reference and a decision-making framework for the Freeport East Board on all retained rates matters going forward. It also guided Tendring District Council and the other Billing Authorities in terms of how business rates they collected (directly from the tax site occupiers or as rebates from HMT) would be used to support the Freeport initiative and Levelling Up, such as business support, skills and infrastructure ("pot c") which Tendring would benefit from. The Strategy also sets out how funds would be allocated to the tax sites, including helping fund the delivery of Bathside Bay ("pot b").

It was stated that this Council remained firm that it would not borrow without collateral to lend against future rates on the Bathside Bay site to the benefit of Hutchinsons Ports UK. The Council was however content to pass on business rates to Freeport East if and when they came in from the tax site, in accordance with the Retained Business Rates Strategy. Separately the Billing Authorities, would be considering putting in place a Business Rates Agreement which would ensure there was clarity around forecasting, collection and management of business rates funds in a manner that was consistent with the Retained Business Rates Strategy.

Update on progress

Planning Bathside Bay (Harwich Tax Site)

It was reported that Hutchinson Ports had submitted their application for the temporary (15 year) Clean Energy Hub at Bathside Bay to Tendring District Council on 8 November 2023. That planning application had been approved by the Planning Committee on 14th May 2024. This followed extensive discussion with Natural England to address their previous holding objection.

The application was for the temporary use of Bathside Bay Container Terminal permitted under planning permission 10/00202/FUL dated 14 February 2013 as varied by permission 21/01810/VOC dated March 2022 (BBCT Permission) for wind turbine storage, staging, marshalling and assembly including the import and export, handling and deployment of concrete substructures, moorings, anchors and array cables and other related offshore green energy paraphernalia followed by decommissioning to enable continuation of container terminal use under the BBCT Permission.

Clean Energy Innovation Cluster in Harwich (Opergy Report)

Members recalled that Opergy had been commissioned by the University of Essex, and funded through Tendring's UK Shared Prosperity Fund, to identify opportunities for Harwich to evolve into a centre for clean energy innovation. The report, launched in December 2023, outlined the vision, actionable recommendations, and the rationale behind creating an innovation cluster in Harwich.

The report provided an opportunity for the Council, the University of Essex and Freeport East to promote an innovation centre to funders in a two-phased approach with a popup interim solution whilst planning for a permanent innovation hub. The partners had now formed a working group to take the project forward, and the creation of the Innovation Cluster was one of the priorities outlined in the Freeport East Business Plan.

Seed capital

Cabinet was advised that the £7m seed capital for Bathside Bay was expected to come forward in the summer, and that proposals would be subject to a full business case and Green Book standard appraisal to ensure it was the best use of public funds.

It was felt that:-

- (i) approving the Business Plan would allow Freeport East to operate with a framework of expenditure and report back against the priorities set for the year. It also would allow Freeport East to publish the business plan and to be open and transparent about how the business rates were being used to meet the objectives of Government and local partners;
- (ii) by appointing an Alternate Director, the Council could ensure that it had sufficient cover for future Board meetings; and
- (iii) approving the Retained Business Rates Strategy would ensure that there was a robust process by which the business rates were allocated, helping to achieve the Freeport East objectives, which in turn would ensure that local people benefited from the Freeport. Having an agreed and published Strategy was a stipulated Government condition of all Freeports.

It was moved by Councillor I J Henderson, seconded by Councillor M E Stephenson and:-

RESOLVED that Cabinet –

- (a) approves the Freeport East annual business plan for 2024/25;
- (b) delegates authority to the Leader of the Council to approve future annual business plans on behalf of Tendring District Council as a Founding Member of Freeport East Ltd.;
- (c) approves the appointment of Lee Heley, Corporate Director (Place and Economy), as the Council's Alternate Director of Freeport East Ltd., as nominated by the Portfolio Holder for Economic Growth, Regeneration & Tourism who is the Council's main Director on the company;
- (d) approves Freeport East Ltd.'s Business Rate Relief Strategy (Local Growth and Investment Strategy); and
- (e) notes the progress that has been made with the Freeport East programme.

9. <u>CABINET MEMBERS' ITEMS - REPORT OF THE ECONOMIC GROWTH,</u> <u>REGENERATION & TOURISM PORTFOLIO HOLDER - A.2 - UPDATE ON</u> <u>LEVELLING UP FUND AND CAPITAL REGENERATION PROJECTS</u>

Cabinet considered a detailed report of the Economic Growth, Regeneration & Tourism Portfolio Holder (A.2), which updated it on the Levelling Up Fund and Capital Regeneration Projects following the June 2023 report and sought to formally request Officers to investigate the opportunity to bring forward that delivery of the demolition of Milton Road car park in Dovercourt.

Agreement with Essex County Council

Cabinet recalled that, at its meeting held on 23 June 2023, it had considered and approved a report titled: 'Clacton Civic Quarter Levelling Up Fund (LUF) Bid, Dovercourt

Town Centre Improvement Corridor Capital Regeneration Project (CRP) Bid'. That report and decision had delegated authority to the Portfolio Holder for Economic Growth, Regeneration and Tourism, in consultation with the Corporate Director (Place and Economy), the Section 151 Officer and the Monitoring Officer, to approve the Heads of Terms for two funding agreements to be developed between Tendring District Council (TDC) and Essex County Council (ECC), and authorised the Corporate Director (Place and Economy) to approve the final terms and conditions of the agreements, in consultation with the Section 151 Officer and the Monitoring Officer.

It was reported that the Heads of Terms had subsequently been approved by the Portfolio Holder on 2 January 2024, and the final terms and conditions of the funding agreements had been approved on 22 January 2024.

Members were informed that ECC had gained approvals to sign the funding agreements on 19 January 2024, and the funding agreement had been sealed on 20 February 2024 by TDC. The agreements allowed ECC to commission and deliver the three projects within the two schemes where ECC owned the land and ran services, which were Clacton Hub (Clacton LUF), and Harwich Library and Kingsway Improvements (Dovercourt CRP).

Funding draw down

Cabinet further recalled that, on 6 October 2023, it had considered and approved a report titled: 'Levelling Up Fund and Capital Regeneration Projects - Progressing the Projects to Planning Permission'. That report had recommended drawing down a further \pounds 1,898,421 from the remaining match funding of \pounds 2,041,460, to cover professional fees for all stages of the project.

Subsequently, on 19 April 2024, Cabinet had considered and approved the Quarter 3 Finance Update Report that had enabled spend of both the Council's match funding contribution, and the LUF and CRP grant funding received from Government on the projects. That report had recommended delegating the determination of the mix of funding (from the Council's own approved contribution and the money made available by the Government) to support both the LUF Scheme in Clacton and the CRP Scheme in Dovercourt within the £1,898,421 previously drawn down, until the next significant project milestones were reported to Cabinet. The delegation was to the Corporate Director (Place and Economy), in consultation with the Council's Section 151 Officer. As result the Council could draw down on the LUF and CRP funding to the value of 1,898,421.

As set out in the report to Cabinet on October 6 2023, a further report would be brought for Cabinet's consideration on the detailed projects. That report would seek approval to develop technical designs to the level of detail required to go out to the market for procurement of main build-contracts, and for agreement of the drawdown of LUF and CRP funds to support delivery of the two TDC led projects within the overall programme, namely Carnarvon Terrace in Clacton and Milton Road in Dovercourt.

Dovercourt Town Centre Improvement Corridor (CRP)

It was reported that, on 7 February 2024, the Council had submitted a change request to Government in relation to delivery of the Dovercourt Town Centre Improvement Corridor CRP scheme. This change request was to allow the Council to relocate the housing element of the scheme. At time of bid submission, the housing element had been planned to be sited at the location of Milton Road car park, however the change request suggested the relocation of the housing element, to the two derelict sites at Victoria Street, Dovercourt. Cabinet had agreed the acquisition of those sites on 17 June 2022, and the Council had completed the acquisition on February 8 2024.

Cabinet was made aware that, on 7 May 2024, Government had advised the Council that their change request had been approved.

Members were reminded that, in September 2019, Cabinet had approved concept designs and project proposals for the Starlings site in Dovercourt Town Centre and the demolition of the two-storey decked carpark on Milton Road (the site to be used subsequently for residential development), and allocated funding to secure delivery.

Subsequently, on 28 January 2022, Cabinet had agreed to postpone the demolition of Milton Road Car Park and to bring forward options for the site later in 2022/23. The Milton Road Car Park project was then included in the Council's round 2 bid to the Levelling Up Fund, which was then awarded in a sister fund, namely Capital Regeneration Projects.

Cabinet was advised that, following the approval of the change request, this report asked Cabinet to agree of the upcoming demolition of Milton Road Car Park and subsequent reinstatement of car parking at the site, with the number of spaces to be confirmed as designs progressed. There were significant benefits to the change of site for the Dovercourt Town Centre scheme from Milton Road, as it had the potential to bring further brownfield sites within the town into regeneration. However, there could be cost implications, as works to Milton Road carpark and the works to any alternative sites would both be completed under those proposals.

It was felt that initiating the demolition of the existing car park on the Milton Road site, as well as site clearance, surveys and demolition as needed for the two Victoria Street sites, would ensure the sites were ready for development in time for commencement of the main works, whilst ensuring the sites were made safe for the sites' neighbours as well as the general public.

It was moved by Councillor I J Henderson, seconded by Councillor M E Stephenson and:-

RESOLVED that Cabinet –

- (a) notes the acceptance of the two funding agreements between TDC and ECC for the delivery of the ECC led schemes within the LUF and CRP projects respectively; and
- (b) requests officers to investigate the opportunity to bring forward the Milton Road element of the Dovercourt scheme from the Capital Regeneration Project funding and report the outcome back to Cabinet in the context of the wider scheme.

10. <u>CABINET MEMBERS' ITEMS - REPORT OF THE ECONOMIC GROWTH,</u> <u>REGENERATION & TOURISM PORTFOLIO HOLDER - A.3 - PROGRESS WITH</u> <u>TOWN CENTRE REGENERATION THROUGH THE CLACTON LONG TERM PLAN</u> <u>FOR TOWNS AND DOVERCOURT HIGH STREET ACCELERATOR</u>

Earlier on in the meeting as detailed under Minute 4 above, Councillors I J Henderson and M E Stephenson had both declared an Other Registrable Interest in that they had both been appointed to the Clacton Town Board on behalf of the Council. The Monitoring Officer (Lisa Hastings), following the principles within Section 33 of the Localism Act 2011 and in accordance with Paragraph 9.1 and paragraph 6 of Appendix B of the Tendring District Council's Members Code of Conduct, had decided that it was appropriate for these Cabinet Members appointed to that board to have a dispensation to be able to present the item, take part in the debate and vote on the item.

Cabinet considered a detailed report of the Economic Growth, Regeneration & Tourism Portfolio Holder (A.3), which updated it on progress and welcomed funding associated with the two schemes and which sought delegated approvals on spending.

Cabinet recalled that, at its meeting held on 15 December 2023, it had considered a report titled: Government Funding Opportunities for Tendring. That report had provided further information on the Long Term Plan for Towns Funding and the High Street Accelerator Programme. Those opportunities for the District complemented the ongoing Levelling Up Fund and Capital Regeneration Project schemes in Clacton and Dovercourt, and future potential funding from the Levelling Up Partnership.

Clacton long term plan for towns

The Cabinet had previously approved the acceptance of the £20m Long Term Plan for Town Funding from Government and had delegated entering into agreement with DLUHC to the Corporate Director (Place & Economy) in consultation with the Section 151 Officer, and had delegated the formation of the Clacton Town Board to the Portfolio Holder for Economic Growth, Regeneration & Tourism, including the appointment of an independent chair. George Kieffer had been chosen as the chair of the Clacton Town Board on 1 March 2024 and the Board had been formed on 15 March 2024 and had held its first meeting on 21 March 2024. Membership of the board was drawn from the Clacton community, business and public sector members including Tendring District Council. Draft Terms of Reference had been approved by the Portfolio Holder for Economic Growth, Regeneration and Tourism on 15 March 2024 and by the Clacton Town Board on 21 March 2024.

It was reported that the Government had not yet entered into a Memorandum of Understanding, but had asked for the submission of information at the start of April 2024 to demonstrate progress on governance arrangements in advance of the release of the first £200,000 in 2024/25. DLUHC officials had responded positively to the progress made in Clacton in setting up the Board, and the Council had received the Grant Determination letter dated 30th April 2024 confirming that Government would release the £200,000 capacity funding. This was in addition to £50,000 already received. Such funding could be used to support public engagement (for example residents, visitors, community groups, young people and businesses) as well as for the delivery of projects. An indicative budget had been submitted in the April 2024 information return to Government.

Members were informed that the Clacton Town Board, supported by the Council, would now develop a single long term plan to be submitted to the Department of Levelling Up, Housing and Communities by 1 August 2024. In line with Government guidance the plan would identify the measures under the three broad investment themes: safety and security; high streets, heritage and regeneration; and transport and connectivity.

Cabinet was made aware that, given the tight timelines for delivery of the long term plan for towns and the importance of engagement and consultation, the Council would allocate £30,000 of the total £250,000 received to date to fund community engagement with residents in Clacton. This would leave £220,000 to be allocated to further activity. The aim was to find out issues that residents wanted to see tackled in the town, in particular against the fund's investment themes of safety and security; high street, heritage, and regeneration; and transport and connectivity. The delivery partner for this work would be chosen through a request for quotations. This external support for resident engagement would compliment work with businesses and young people that would be completed by the Council.

High Street Accelerator in Harwich and Dovercourt

Cabinet was aware that the Council had accepted the full £237,000 (£50,000 and £187,000) of High Street Accelerator Funding on 5th March 2024 and that the Corporate Director (Place and Economy) and the Section 151 Officer had approved the Memorandum of Understanding on behalf of the Council on 9th January 2024.

It was reported that the High Street Accelerator Board had been formed and had held its first meeting on 4th March 2024. The Board was chaired by Paul Milsom, (Managing Director at Milsom Hotels and Restaurants). It had representatives from the Harwich and Dovercourt business, community and public sectors, including Councillor Ivan Henderson, Deputy Leader of Tendring District Council and Portfolio Holder for Economic Growth, Regeneration and Tourism. The Board had approved its Terms of Reference.

Members were informed that the Council had successfully spent the first £50,000 of Accelerator funding for 2023/24 on improvements to Dovercourt high street.

Members were made aware that the national High Street Accelerator Programme included a £5m capital fund. The ten participating councils nationally could apply for a share of up to £500,000 to improve their high streets' green spaces and to create more pleasant environments for residents to meet and socialise. This Council had submitted an expression of interest on 1st March 2024 and had published a notice of decision by the Deputy Leader of the Council and Economic Growth, Regeneration & Tourism Portfolio Holder on 16 April 2024 ahead of receiving funding. The funding covered:-

- Improved accessibility to the town centre from the beach.
- Improved access from Cliff Park
- High Street and the Queen Victoria statue public realm improvements
- Pocket Spaces

Cabinet was advised that the Government had approved the submission of the expression of interest and had written a letter dated 8 May 2024 offering £500,000 funding (£450,000 capital, £50,000 revenue), which was expected to be spent within this financial year (2024/25). Given the scale of projects currently under way across the

Council, and the nature of the works, this represented a high delivery risk. The Council would discuss with Government the feasibility of delivery as part of the Memorandum of Understanding.

It was pointed out that there had been a rapid increase in the scale of capital allocations to the Council by Government against very tight spend timescales. The Council recognised that it might have to return some or all of the funding earmarked and not complete projects if:-

- 1) the conditions imposed by Government required completion to undeliverable timelines; or
- the Council could not spend Government funding on the project within agreed deadlines, and so would have to allocate its own funding to the project instead; and / or
- 3) the Council's capacity was overstretched and it was unable to utilise external resources.

Officers were exploring options to ensure the necessary capacity for delivery would come in to the Authority and would report to Cabinet on progress.

It was recognised that the Council was committed to building pride in the District, championing the local environment, and promoting local heritage. The funding provided by Government under the Long Term Plan for Towns and High Street Accelerator would support the Council to implement its priorities in Clacton and Harwich. The Council had agreed in March 2024 to take forward the Long Term Plan for Towns and the High Street Accelerator in its highlight priorities for 2024-25. The planned physical improvements and regeneration initiatives in Clacton and Harwich were ready to bring substantial benefits not only to their residents but also to visitors from across the District and beyond. Community engagement and consultation was a key part of the Long Term Plan for Towns, and so allocating funding to this activity supported the delivery of the programme to the timelines required by Government.

It was moved by Councillor I J Henderson, seconded by Councillor M E Stephenson and:-

RESOLVED that Cabinet –

- (a) welcomes and acknowledges receipt of the Grant Determination Letter awarding the second tranche of Long Term Plan for Towns capacity funding in the sum of £200,000 to support the development of the Long-Term Plan, including additional community engagement activity;
- (b) allocates up to £30,000 of the funding in (a) above to support community engagement and consultation in support of the development and implementation of Clacton's Long Term Plan for Towns;
- (c) delegates the authorisation of the spending of the remaining Long Term Plan for Towns Capacity Payment of up to £220,000 (as set out in the report) to the Portfolio Holder for Economic Growth, Regeneration & Tourism following recommendations from the Town Board on how best to use this money, in line with Government's Guidance, to support the development of their Long-Term Plan;

- (d) subject to (c) above, any such decisions will require a report in support explaining the projects and will be made following consultation with the Chief Executive and the Section 151 Officer, taking into account the latter's responsibility to submit a Statement of Grant Usage and an Assurance Letter to DLUHC;
- (e) welcomes and acknowledges year 2 (2024/25) of the High Street Accelerator (HSA) Funding offered by the Department for Levelling Up, Housing and Communities to the value of £187,000 to support improvement of the town centre in Harwich and Dovercourt;
- (f) delegates the authorisation of the spending of that money in (e) above to the Leader of the Council, in consultation with the relevant Portfolio Holder for the specific projects, and the decisions will identify the impact on resources to delivery across the Council;
- (g) welcomes and acknowledges receipt of the Grant Determination Letter received 8 May 2024 awarding £500,000 funding (£450,000 Capital, £50,000 Revenue) for the financial year 2024/25 to spend in line with the expression of interest in support improvements to green space in Harwich and Dovercourt; and
- (h) delegates the authorisation of the spending of that money in (g) above to the Leader of the Council, in consultation with the Portfolio Holder for Leisure and Public Realm; and further delegates entering into a Memorandum of Understanding for this funding to the Corporate Director (Place and Economy), in consultation with the Section 151 Officer.

11. <u>CABINET MEMBERS' ITEMS - REPORT OF THE HOUSING & PLANNING</u> <u>PORTFOLIO HOLDER - A.4 - CONSIDERATION AND ADOPTION OF A</u> <u>REASONABLE ADJUSTMENTS POLICY, VULNERABILITY POLICY AND</u> <u>UNACCEPTABLE CUSTOMER BEHAVIOUR POLICY</u>

Earlier on in the meeting, as detailed under Minute 4 above, Councillor Bray had declared for the public record that he was a housing tenant of this Council.

Cabinet considered a report of the Housing & Planning Portfolio Holder (A.4), which presented to it the following housing policies for approval and adoption:-

- Reasonable Adjustments Policy
- Vulnerability Policy
- Unacceptable Customer Behaviour Policy

It was reported that these policies formalised the work that was already undertaken in the Housing and Environmental Directorate.

The Reasonable Adjustments Policy defined what a reasonable adjustment was and provided an overview of the types of adjustments the Council would consider together with details of how customers could request a reasonable adjustment.

The Vulnerability Policy set out the Council's commitment to assisting vulnerable customers to ensure they could access Council services and to vulnerable tenants to ensure they received assistance to sustain their tenancy. The Policy set out how the

Council would support tenants who were vulnerable and explained how the Council would define, assess and record vulnerabilities.

Communicating with housing customers was usually a straightforward process and Council customers had the right to express their views and ask questions about the Council's housing services and their comments and suggestions were important in helping the Council shape and improve the services it delivered. However, in a minority of cases, some customers chose to behave in a manner towards Council staff, contractors or others providing housing services on the Council's behalf and/or place demands on Council services that were unacceptable. The Unacceptable Customer Behaviour Policy defined what behaviour would be classed as unreasonable and how the Council would respond to such behaviour.

Cabinet was assured that all of three policies met the Regulator of Social Housing's revised Consumer Standards that had come into effect from 1 April 2024 and the expectations and recommendations of the Housing Ombudsman.

In order to ensure that the policies were appropriately adopted, in accordance with the Council's Constitution, and to evidence compliance with regulatory standard:-

It was moved by Councillor Baker, seconded by Councillor Kotz and:-

RESOLVED that Cabinet –

- (a) approves and formally adopts the Reasonable Adjustments Policy, Vulnerability Policy and Unacceptable Customer Behaviour Policy;
- (b) authorises their direct implementation; and
- (c) authorises the Corporate Director (Operations and Delivery) to make future updates or amendments to the above policies, in consultation with the Portfolio Holder responsible for Housing.

12. CABINET MEMBERS' ITEMS - REPORT OF THE HOUSING & PLANNING PORTFOLIO HOLDER - A.5 - ANNUAL HOUSING COMPLAINTS PERFORMANCE AND SERVICE IMPROVEMENT REPORT INCLUDING SELF-ASSESSMENT AGAINST THE HOUSING OMBUDSMAN'S COMPLAINT HANDLING CODE

Earlier on in the meeting, as detailed under Minute 4 above, Councillor Bray had declared for the public record that he was a housing tenant of this Council.

Cabinet considered a report of the Housing & Planning Portfolio Holder (A.5), which presented to it an Annual Complaints Performance and Service Improvement report for scrutiny and challenge, which included a self-assessment carried out against the Housing Ombudsman's Complaint Handling Code for 2023/24 prior to its publication and submission.

Members were informed that, in July 2020, the Housing Ombudsman had published a new Complaint Handling Code ("the Code") that provided a framework for high-quality complaint handling and greater consistency across landlord's complaint procedures. Its aim was to enable landlords to resolve complaints raised by their residents quickly and to use the learning from complaints to drive service improvements. That Code had been

revised in 2022 to make it explicit about what was mandatory and where it was appropriate for landlords to use their discretion to achieve best practice in complaint handling.

Cabinet was reminded that prior to the implementation of those revisions, complaints against the Council, as a landlord, had been dealt with under the Corporate Complaints Policy. However, the revision of the Code and self-assessment at the time had resulted in a stand-alone procedure being developed for handling complaints received regarding the Council in its capacity as a landlord to ensure that it met all of the requirements of the Code.

Members were made aware that, following the implementation of the Social Housing (Regulation Act) 2023, the Housing Ombudsman's Complaint Handling Code had become statutory on 1 April 2024. This had been accompanied by a further revision of the Code and the Council's Housing Complaints Policy had been amended to take account of those changes.

It was drawn to Members' attention that the Complaint Handling Code 2024 required landlords to produce an annual complaints performance and service improvement report for scrutiny and challenge and that this information should be presented to the landlord's governing body. As part of this, landlords were required to look beyond the circumstances of individual complaints and consider whether any service improvements could be made as a result of learning from complaints.

The annual complaints performance and service improvement report also included a self-assessment against the Code and this information also needed to be published.

Cabinet was advised that the Social Housing (Regulation) Act 2023 also placed a duty on the Housing Ombudsman to monitor compliance with its statutory Complaint Handling Code and to assist with this, all landlords were required to submit their selfassessment to the Housing Ombudsman by 30 June each year, commencing in 2024.

It was also noted that the Local Government and Social Care Ombudsman and the Housing Ombudsman had been working closely to harmonise the respective Codes for Complaint Handling. In late 2023 the two Ombudsman services had consulted on a single code across both of their areas of responsibilities. In recognition of the different legal powers the organisations held, the conclusion reached was to produce two closely aligned Codes for complaint handling. In view of this, it was timely to look at the harmonisation of the Corporate and Housing Complaints procedures to deliver the expectations of the closely aligned Ombudsman Codes. This review would be programmed within 2024/25.

In order to formally approve the self-assessment carried out before its submission to the Housing Ombudsman:-

It was moved by Councillor Baker, seconded by Councillor Kotz and:-

RESOLVED that Cabinet –

 (a) endorses the Portfolio Holder for Housing and Planning performing the role of Member Responsible for Complaints for the purposes of the Housing Ombudsman Complaint Handling Code and associated guidance;

- (b) in accordance with the Housing Ombudsman's Complaint Handling Code and in compliance with Cabinet's scrutiny and oversight requirements, formally receives the Council's Annual Complaints Performance and Service Improvement Report, which includes the Annual Self-assessment against the Code, as set out in Appendices A and B to this report (A.5);
- (c) formally provides its response to the Annual Complaints Performance and Service Improvement report, for publication as follows:-

"We thank Councillor Baker for presenting this report to Cabinet today. We fully endorse everything that he has said and warmly welcome the content of the report and its recommendations.

As a Cabinet we recognise the importance of providing good quality housing and that responding to complaints forms an important part of that service.

We fully support and adopt the Housing Ombudsman's revised complaint handling code and are committed to high quality complaint handling. It is important that we learn from all complaints and provide a positive response.

We support Councillor Baker, as Housing Portfolio Holder, taking on responsibility for housing complaints and he will ensure that we as a Cabinet receive regular information and updates on complaints, in particular, what they tell us about our housing service, what we have learnt from them and what we have done to put things right.

It is notable that the number of complaints received has been increasing and that is something that will be explored over the coming months to see what we can do better as part of a programme of continuous improvement for our housing service."

- (d) authorises Officers to publish both the Report and the Cabinet's response on the Council's website within the section relating to complaints and to submit the selfassessment to the Housing Ombudsman by 30 June 2024; and
- (e) notes that there is to be a review in 2024/25 of the Council's Corporate and Housing Complaints procedures to deliver the expectations of the now closely aligned Local Government & Social Care and Housing Ombudsmen Codes.

13. <u>CABINET MEMBERS' ITEMS - REPORT OF THE HOUSING & PLANNING</u> <u>PORTFOLIO HOLDER - A.6 - FURTHER UPDATE ON SPENDELLS HOUSE AND</u> <u>REVIEW OF BUDGET AND REFERENCE UNDER SECTION 5 OF THE LOCAL</u> <u>GOVERNMENT AND HOUSING ACT 1989</u>

Cabinet considered a joint report of the Housing & Planning Portfolio Holder and the Monitoring Officer (A.6), which:-

- 1) updated it on progress with Spendells House being retained and reconfigured for the provision of temporary housing accommodation;
- 2) sought its continued support for the project in the light of the options available and the ongoing need for the accommodation;
- 3) sought additional funding for additional work to address matters that were not within the specification and were brought to light in the course of the project; and

4) informed Members of a breach of the Council's Financial Procedure Rules and legal decision making requirements with regard to variation of a contract without sufficient approvals in place and the actions taken in response thereto.

Cabinet noted that the Monitoring Officer was a co-author of the Report, only in so far as complying with the Section 5A of the Local Government and Housing Act 1989 obligations.

Background to bringing in new temporary accommodation to support the District's homelessness challenge

Spendells House was a 1960s constructed sheltered housing scheme with shared washing facilities and limited living space by modern standards. By 2017 the scheme was under occupied, hard to let and suffering from a number of repair and maintenance difficulties. At the same time the Council was (and still is) experiencing high and increasing demand to provide temporary housing for homeless people. At national level it was reported that homelessness had increased by around 13%. That demand had substantially exceeded the available accommodation in the stock and had resulted in the block booking of hotel rooms.

Hotel rooms were costly and were unsuited to decent family accommodation for daily life. Cooking and laundry facilities were rare and hotel occupancy policies were not well suited to family life.

Cabinet received a timeline of events as follows:-

On 10 November 2017, Cabinet had received the report of the then Housing Portfolio Holder and had approved formal consultation on the future of two Sheltered Housing Schemes including Spendells House;

On 15 January 2018, Cabinet had agreed to waiver normal processes for allocating secure tenancies to enable the displaced and transferred tenants of Spendells House, Walton to be granted secure tenancies at alternative addresses;

On 15 January 2018, the former Service Development and Delivery Committee had considered the future of the Honeycroft and Spendells sheltered schemes and had supported the principle of closure of the schemes, subject to some supplementary recommendations;

On 16 February 2018, Cabinet considered the reference from the Service Development and Delivery Committee on the consideration of the future of the Honeycroft and Spendells Sheltered Housing Schemes. Cabinet had noted their recommendations and had welcomed the Committee's support;

On 23 March 2018, Cabinet had received the report of the then Housing Portfolio Holder and had decided on the closure of the two Sheltered Housing Schemes;

On 26 June 2020, Cabinet had decided to bring Spendells House back into use as temporary accommodation;

Officers arranged for the site to be stripped internally of all asbestos and a specification and a formal procurement process had been completed in accordance with the Council's Rules of Procedure and the lowest tender returned was in the sum of: £1.25m;

On 23 September 2022, a further decision by the then Cabinet had been proposed in order to consider a report on the review of the budget position and the award of contract agreed;

On 16 December 2022, the then Cabinet had considered a report on the review of budget position and award of contract and had agreed to continue to support the project subject to decision of the full Council to allocate a revised budget;

On 14 February 2023, the Full Council had decided to allocate additional funding for the project as part of the HRA budget setting process;

The project had faced cost increases before commencement on site due to national construction inflation.

On 3 March 2023, a proposal for further decision on the future use of Spendells House, Walton-on-the-Naze - Approval of financial business case had been published.

On 13 June 2023, the Housing & Planning Portfolio Holder, Leader of the Council & Corporate Finance & Governance Portfolio Holder had considered an update on Spendells House and Review of Budget. The Leader and Portfolio Holder had noted the increased costs, to be financed through capital receipts, had noted the updated business case and had confirmed support for the project;

Renewed engagement with the lowest tenderer had highlighted that since the submission of tenders costs had increased through inflation and that an additional £0.077m would be needed if the scheme were to be progressed.

On 21 July 2023, the Housing & Planning Portfolio Holder, Leader of the Council & Corporate Finance & Governance Portfolio Holder had considered a further update on Spendells House and a further review of budget and had agreed to continue with the project proposing to finance additional costs by reallocating money from within the HRA capital programme;

On 1 August 2023, the Corporate Director, in consultation with the Portfolio Holder for Housing & Planning had decided to appoint ARC to complete the work and to authorise the Head of Legal Services to enter into the construction contract;

Work on site had started on 16 October 2023.

Additional works were required beyond the original specification and implementing them also caused delays, both of which had further increased costs. During construction the need for additional work on a number of matters had arisen including:-

1) Fire compartmentation was incomplete above ceiling level and additional partitioning is required in order to limit potential fire spread in the roof void. Issue had been discovered after the start of the works when the contractor had accessed the loft space;

- The electrical supply was found to be inadequate for the new electrical heating system and it was necessary to seek advice and quotation from the utility company which took some time to secure. Specific analysis carried out by the electrical contractor followed by advice from the utility company on their infrastructure capacity;
- 3) Water supply pipework was found to have a number of dead legs and sizing issues in relation to the new sprinkler system. Water heating to the laundry and shower areas had to be added to the works. Partly caused by updated regulations but also erroneously not included in the outgoing specification;
- Drainage at the site was discovered to be broken and defective in some locations and in need of repair works. Issues had been discovered once the areas were opened up by the contractor;
- 5) Flat entrance doors and their fanlights and side screens were identified as not being fire rated. An issue not recognised in the design stages;
- 6) Flushing in of wiring and ground floor suspended ceilings were added in order to reduce long term risk of damage to services that would otherwise have been surface mounted. Late change by the project team aimed at reducing long-term costs;
- 7) A balcony area at the rear of the building was found to have a defective roof covering and it was proposed to replace the area with a section of sloping roof to match the remainder of the building. Late change by the project team aimed at reducing long term costs.

Those additional works had been not included within the original specification, for the various reasons identified above and therefore had not been priced for as part of the successful tender. Accordingly, instructions for various additional works had been issued at a total estimated cost in the order of £0.525m. The financial effect of delays to the contract building up as a result of the additional work itself and awaiting the conclusions of the utility provider had amounts to an estimated £0.17m.

It was estimated that the final cost of the main contract would now amount to $\pounds 2.1m$, representing an increase in the contract sum of $\pounds 0.77m$, together with the previous expenditure of $\pounds 0.149m$ and the inflationary effect on the contract before acceptance of $\pounds 0.077m$, amounted to a total cost of $\pounds 2.25m$. Additionally, the estimate for the revenue cost of furniture and equipment had risen from $\pounds 60k$ to $\pounds 70k$ owing to the passage of time and inflation. The financial effect of those instructions issued was to increase the cost of the project beyond the authority granted and the budget established.

The Council has to take a value for money decision on the project now

Simultaneously the cost of temporary housing provision had also escalated. The Council had a choice of whether to continue with the contract, increasing funding and confirming the additional works identified or negotiating an end to the contract and then either to discontinue the project or seek a further contractor to complete the project. It was the view of Officers that a negotiated termination of the contract would be costly, a cheaper completion of remaining work could not be predicted and design and procurement timescales would incur property holding costs and an opportunity cost in terms of delayed opening of the accommodation and the cost savings that it was intended to deliver.

The primary purpose of the scheme was to provide accommodation for homeless people and families. The financial cost of hotel provision to meet those needs was

unaffordable in the long term. There was also a social value to better local provision: keeping local people in their area, with their schools, jobs, support networks and family support.

Having got to this point the best value option from here was to continue with the project and the current contract.

It was proposed that Cabinet continued to support the Spendells House site being retained and reconfigured for the provision of temporary housing accommodation

It was proposed that an additional £0.850m capital and £0.01m revenue was allocated from reserves to facilitate the completion of the project.

Some of the additional project costs were incurred without proper authorisation.

The Council's financial procedure rules had not been followed by the project team by the seeking of funding for the variations before commitments were made to the contractor. Accordingly, instructions had been given for which there was no authority and no budget.

This was a report issued under Section 5 of the Local Government and Housing Act 1989 to inform Members that Tendring District Council, had through contract management, varied the contract works beyond the scope of the approvals in place, through previous decision making and sufficient budget provision. The Council was required by law to consider this report and decide what action (if any) to take in response.

The Chief Executive and the Assistant Director (Finance & IT) & Section 151 Officer had both been consulted on this report, as required by the legislation.

The Portfolio Holder and the Management Team, in particular the Monitoring Officer and the Section 151 Officer, had raised significant concerns with the project team. The project team had acknowledged that in order to limit the stalling of the project Officers had given instructions to the contractor to proceed with works, which would lead to the final cost substantially exceeding the contract sum and the approved budget without the relevant approvals in place.

As a result the Council has reviewed its implementation of financial controls

The Internal Audit Team had been asked to look at the Council's arrangements for project management including any learning that should be embedded in relation to the Spendells conversion. The Audit team's report would be completed in the future. Notwithstanding that, there were some interim measures that Officers proposed to implement directly namely:-

- Take a more measured and realistic approach to internal resources: Seek consultancy leadership in the delivery of major projects and factor those costs in from the start.
- Implement project review points in the development stages to ensure scope is not stretched and that financial review forms part of change processes.
- Ensure that realistic contingencies are included in all contracts and that realistic timelines are established at the early stages.

- Implement short term in-house development for staff in contract and project management.
- Identify appropriate staff to take part in formal project management training and potentially qualification.
- Include the importance of budgetary control and governance in one to one reviews.
- Hold monthly finance meetings between service and finance staff and formalise project review into monthly Portfolio Holder meeting agendas.

The costs and timeline of this project had increased substantially. There were a number of areas of learning to be drawn out of events. However, the fundamental reasons for commencing remain valid i.e.

- Accommodating homeless people in more suitable facilities
- Reusing a redundant building
- Revenue cost saving

Cabinet also considered an addendum report, which provided it with the formal written comments of the Council's statutory Section 151 Officer on this matter. Those comments, *inter alia,* provided a commentary on the following issues:-

- (a) Internal Controls and Governance;
- (b) Value for Money considerations;
- (c) Use of HRA Reserves to fund the additional costs; and
- (d) Conclusions and proposed actions.

In order to:-

- (1) progress the provision of council owned and managed temporary housing accommodation;
- (2) formally receive the Section 5 report from the Council's Monitoring Officer and to consider its contents and Cabinet's response thereto;
- (3) gain the approval required for the contractual instructions and budget allocation, as variation orders had already been issued for the additional works, which were necessary to complete the project;
- (4) mitigate the reputational risk associated with this decision, as the Council has not followed its governance arrangements in this instance all managers would be formally written to reminding them of the seriousness of over-expenditure and committing to unfunded expenditure. Managers were also to be reminded of the robust internal controls in place and the absolute need to follow them in order to ensure that this event does not occur again.

It was moved by Councillor Baker, seconded by Councillor M E Stephenson and:-

RESOLVED that Cabinet –

- a) formally receives the Monitoring Officer's report and in response, notes the update on progress, increased contractual costs and additional budgets required to complete the project;
- b) continues to support, acknowledging the risks highlighted, the principle of the Spendells house site being retained and reconfigured for the provision of temporary housing accommodation;

- c) notes the financial implications incurred but that the most cost effective route forward is to complete the scheme and the contract in place;
- d) allocates an additional £0.850m capital and £0.01m revenue from reserves to facilitate the completion of the project;
- e) authorises the additional contractual works to be undertaken and recorded through contract management, as set out in the report (A.6);
- f) acknowledges that managers have been reminded of the internal control arrangements in place and the need for these to be followed in order to ensure such contract instructions are not proceeded with in future without the necessary approvals in place;
- g) requests that the Portfolio Holder for Housing and Planning provides corporate oversight of the completion of the project within the approvals in place;
- h) notes and endorses the instructions and actions of the Chief Executive, as set out within the Addendum Report;
- i) requests that Officers provide an update against the instructions and actions taken by the Chief Executive as soon as practicable; and
- j) acknowledges the potential alternative to using HRA Reserves highlighted within the Addendum Report and requests that the Section 151 Officer keeps the options under review during the year and reports back to Cabinet as necessary.

14. <u>CABINET MEMBERS' ITEMS - REPORT OF THE PARTNERSHIPS PORTFOLIO</u> HOLDER - A.7 - FAMILY SOLUTIONS UPDATE

Cabinet considered a report of the Partnerships Portfolio Holder (A.7), which sought its approval for an additional Family Solutions Officer Post (Harwich) for a fixed term period of 12 months based on a review of the value for money / benefits such as the post would deliver on behalf of the Council and the District.

Cabinet recalled that the Tendring Family Solutions Service provided an intensive service until families were able to sustain positive progress, or for a maximum of 12 months where risks and needs suggested that this was necessary. The service helped families experiencing a wide range of complex issues and disadvantages – ranging from domestic violence and truancy to unemployment and mental ill health. Families entered the service on a voluntary basis in order to identify what they would like to change about family life, and were then empowered to go about making a change, and crucially to sustain it. This sustainability of change in their circumstances was key to reducing the demand on higher levels of social care and other services. Tendring Family Solutions was part of Essex Social Care, which had been found to be outstanding in a recent Ofsted report.

"Between April 1st 2023 and March 31st 2024, Family Solutions worked with a total of 1664 families. Of the cases closed after intervention across the service in this period, 81.4% of these had successful outcomes. In the same calendar period Tendring closed 197 cases, of the cases that Tendring closed after intervention in this period, 90.0% had successful outcomes.

The total numbers of families/cases Family Solutions worked with in 2023/24 decreased compared to the previous financial year, but the percentage of successful outcomes increased in the period:- Family Solutions worked with a total of 1,798 families in the 2022/23 year. Of the cases closed within the 2022/23 period, 79.0% of these were with successful outcomes (needs of families partially or completely met)."

Source: Tendring Family Solutions

Members were informed that a Family Solutions Officer (District wide role) had been employed by Tendring District Council (TDC) on a permanent basis in September 2018, following a number of fixed term contracts since 2013. The role was seconded to work alongside Officers within Essex County Council (ECC) as part of the Tendring Family Solutions Team. The role was matrix managed across both ECC and TDC.

It was reported that, an additional full time Family Solutions Officer post, funded through health inequalities funding from the Integrated Care Board had commenced in September 2022, on a fixed term contract to work within Tendring Family Solutions with a focus on supporting families in the Harwich area. It had been agreed to extend this post for a further year to September 2024 (utilising health inequalities funding).

Cabinet was made aware that the Harwich post undertook to understand the needs of families in the area through a Community Asset Mapping exercise, as well as holding a case load of up to five families at any one time. Key highlights/outcomes of the post holder (working with partners) had included:-

- forming the now established Harwich Community Forum;
- the launch of the weekly 'Heart' food bank at the Salvation Army, with a number of partners in place to support those attending; and
- working alongside The Lounge, and relevant partners to support families in attendance, and as a result of demand, launching an after school weekly open session for children & families.

In addition to the above, a further Family Solutions post had been agreed following a bid to the ECC Local Levelling up Fund, in order to support an additional Family Solutions post (District wide) for a period of 12months. This post had been agreed with match funding from the Council's Health Inequalities funding in 2023.

Members were advised that, following the resignation of the Family Solutions officer for Harwich and as there had been a limited amount of contract time and funding left for the Harwich post it had been agreed to put the proposed funding to the 12 month District wide post with health inequalities funding to provide a more viable employment offer. That post had now been filled.

Subsequent to this, and due to the previous success of the officer in Harwich, an additional sum of £48,750 had been identified as part of the Quarter 3 Financial Performance Report considered by Cabinet on 19 April 2024. As set out in that associated report, this sum had been set aside pending the consideration of the value for money / benefit to the Council and District that was subject of this report. Appendix B to the Portfolio Holder's report provided an analysis of the savings to wider public services as a result of the interventions of the Family Solutions Officer working with a family.

It was recognised that the work of the Family Solutions Officers continued to have a significant impact on the families that had been supported, showing both positive family

outcomes and significant savings elsewhere in the public sector, and that this work supported families for a maximum of 12 months and as outcomes were achieved, new families were allocated for support.

It was moved by Councillor Placey, seconded by Councillor Barry and:-

RESOLVED that Cabinet -

- (a) approves the value for money / benefit review as set out in the Portfolio Holder's report (A.7);
- (b) following the earlier set aside of the associated funding, agrees to the establishment of an additional Family Solutions Officer Post in Harwich for a fixed term period of 12 months;
- (c) requests that future funding of this fixed term post be included within the intended wider review of external grant funding; and
- (d) requests that potential future funding be also considered as part of the review of ongoing cost pressures within the long term financial forecast.

15. <u>CABINET MEMBERS' ITEMS - REPORT OF THE PARTNERSHIPS PORTFOLIO</u> HOLDER - A.8 - ALLOCATION OF FUNDING TO THE MENTAL HEALTH HUB

Cabinet considered a report of the Partnerships Portfolio Holder (A.8), which sought its approval to allocate £28,000 of funding to the Mental Health Hub run by Citizen's Advice Tendring (CAT), via use of an 'Addressing Health Inequality – Mental Health Subsidy Scheme', to ensure that this Council was compliant with the Subsidy Control Act 2022. This would provide justification for direct funding to CAT should the funding fall under the legal definition of a subsidy.

Cabinet was aware that CAT provided a Mental Health Hub, which had been operating for nine years. The Hub was a single point of access for a holistic assessment and intervention for vulnerable residents who had poor mental health. The Hub provided a broad range of support for those who attended, including an opportunity for volunteering which could help to lead to employment.

Members were reminded that the Hub had developed following the significant mental health need in the area, which Council partners wanted to respond to and which had become further exacerbated, in particular following Covid. The partners had identified how the Hub could support their priorities, for example, around public health, community safety and helping residents in an area with particularly challenging mental health outcomes. The Hub therefore provided an essential service to residents and was located in one of the most deprived wards in the country in terms of mental health and so ideally placed to provide such support.

It was reported that the Hub was funded by Tendring District Council, Essex County Council, the Police, Fire and Crime Commissioner and the Integrated Care Board. The lead administrator role for the Service Level Agreement with CAT was held by the Integrated Care Board. The contribution from Tendring District Council was £28,000 per year.

It was felt that, without the funding provided by the Council, the Hub might not be able to continue as other partners might not be able to make up the shortfall.

Cabinet was advised that the allocation of the funding would be via a subsidy control scheme, which would be published on the Government website to ensure that this Council was compliant with the Subsidy Control Act 2022 for any funding it allocated. Members were reminded that a subsidy was where a public authority provided support to an enterprise that gave them an economic advantage, meaning equivalent support could not have been obtained on commercial terms. Subsidies could give recipients an unfair advantage over their competitors or be an inefficient use of public money if they did not bring about net positive change.

Cabinet was cognisant that it was the responsibility of public authorities to consider the effect of the funding that they awarded. Subsidies were in the public interest to address a market failure or equity concern, and if awarded, would be in a way that minimised any negative impact on competition and investment to help ensure public money was used in an effective and efficient way.

As part of a wider grant review currently being undertaken the Hub funding would form part of that review and this would include how services were commissioned in future.

In order to ensure:-

- (i) the Council was following its legal obligations under the Subsidy Control Act 2022 and statutory guidance; and
- (ii) funding was provided to deliver a Mental Health Hub to support people with poor mental health;

It was moved by Councillor Placey, seconded by Councillor Bush and:-

RESOLVED that Cabinet –

- a) approves the 'Subsidy Addressing Health Inequality Mental Health Subsidy Scheme for 2024/25';
- b) awards Citizen's Advice Tendring direct grant funding of £28,000 as a contribution to the provision of a Mental Health Hub for 2024/25; and
- c) requests Officers to ensure that the award is published on the Government's website, as soon as practicable.

16. <u>CABINET MEMBERS' ITEMS - JOINT REPORT OF THE CORPORATE FINANCE &</u> <u>GOVERNANCE PORTFOLIO HOLDER AND THE PARTNERSHIPS PORTFOLIO</u> <u>HOLDER - A.9 - PART FUNDED POLICE COMMUNITY SUPPORT OFFICER (PCSO)</u> <u>HARWICH & DOVERCOURT</u>

Earlier on in the meeting, as detailed under Minute 4 above, Councillor I J Henderson had declared an interest insofar as he was a Harwich Town Councillor and therefore a decision maker on this matter at Harwich Town Council. He thereupon withdrew from the meeting and took no part in the consideration of this matter nor the voting thereon.

Cabinet considered a joint report of the Corporate Finance & Governance Portfolio Holder and the Partnerships Portfolio Holder (A.9), which sought its approval to continue to part-fund a Police Community Support Officer (PCSO)*, in the Harwich & Dovercourt area, for the period 1st April 2024 until 31st March 2025 *(12 months)*. Harwich Town Council and Tendring District Council would each fund 50% of the role.

*This was an extension of the existing arrangements, and a post holder was currently in this role if formally agreed, the Council would be invoiced for its contribution.

Cabinet was reminded that, since 2019/20, Tendring District Council (TDC) and Harwich Town Council (HTC) had collaborated to fund a PCSO in the Harwich and Dovercourt area. This was agreed on a year-by-year basis, and the funding was not part of the Council's base budget. The funding had been secured in previous years through separate decisions and by transferring money from elsewhere in the Council's overall budget.

Essex Police had reported that this arrangement had been hugely important and greatly appreciated by them. They believed that this had been a mutually beneficial arrangement and sincerely hoped it could continue for the full period specified.

It was reported that, in line with TDC's Community Safety Partnership arrangements, the Community Safety & Safeguarding Manager had met with the Community Policing Team Inspector to discuss implementing specific targets and key performance indicators for the role in conjunction with agreed priorities as outlined in the Community Safety Strategic Priorities and Delivery Plan.

Members were informed that the PCSO for the Harwich area submitted a monthly report to both TDC and HTC. The report provided information on the number of hours the PCSO spent patrolling each month, as well as the engagement events, calls, and incidents they had attended. In addition, any further activity, such as joint patrols or problem-solving activities with TDC's ASB Officers or its Community Ambassadors were reported.

Cabinet was reminded that Clacton had the highest reported incidents, closely followed by Harwich, which had more than the rest of the areas in the District combined. There were also specific operations and projects that ran in Clacton; however, those operations currently were not available in Harwich/Dovercourt.

The Portfolio Holder's report therefore sought Cabinet's agreement to continue partially funding the pre-existing arrangement for the period from 1 April 2024 to 31 March 2025. It was proposed also that future funding for this post would be considered as part of the intended wider review of external grant funding to be undertaken throughout 2024/25.

It was felt that the continued employment of a PCSO was important in order to continue engagement and reassurance patrols, conduct vulnerability visits, attend community events and work in conjunction with the Council's Community Ambassadors and Anti-Social Behaviour Officers in the Harwich/Dovercourt area.

It was moved by Councillor Placey, seconded by Councillor M E Stephenson and:-

RESOLVED that Cabinet –

- (a) approves the continuation of the arrangement to part-fund a Police Community Support Officer (PCSO), deployed in the Harwich & Dovercourt area, for a period of 12 months from 1st April 2024 until 31st March 2025, the cost of which is to be met from the associated funding identified, as part of the Quarter 3 Financial Performance 2023/24 that was considered by Cabinet, on 19 April 2024; and
- (b) that the continuation of this arrangement post 31 March 2025 will be considered as part of the future funding review of external posts and the options available during 2024/25 will be presented to Cabinet.

17. CABINET MEMBERS' ITEMS - REPORT OF THE PARTNERSHIPS PORTFOLIO HOLDER - A.10 - PROPOSED VARIATION TO THE EXISTING PUBLIC SPACES PROTECTION ORDER (PSPO) IN CLACTON TOWN CENTRE - INCLUDING AN EXTENSION TO THE AREA COVERED AND NEW CONDITIONS TO THE EXISTING ORDER

Cabinet considered a report of the Partnerships Portfolio Holder (A.10), which sought its approval of the variation of the Public Spaces Protection Order (PSPO) in Clacton town centre and its peripheral areas. The implementation of the PSPO would include an extension of the area covered and the inclusion of three new conditions.

Members recalled that the Anti-Social Behaviour, Crime and Policing Act 2014 had enacted powers to create Public Spaces Protection Orders (PSPOs). The purpose of a PSPO was to stop individuals or groups from committing Anti-Social Behaviour (ASB) in a public space. An order had been in place in the Clacton town centre since 2007 (though between 2007 and 2014 it had been a Designated Public Places Order, which was superseded by the PSPO when the legislation was amended).

It was reported that, both Tendring District Council (TDC) and Essex Police received concerns from members of the public about the need to tackle street drinking, begging and other types of ASB in Clacton town centre. Essex Police had Dispersal Powers; however, the PSPO provided additional support for both Essex Police and TDC Officers, enabling them to use those powers to undertake enforcement activity and to prevent crime. It provided a tool to swiftly resolve and combat issues, including the removal of alcohol and the dispersal of individuals and groups. The order ensured that Clacton could be a safe and pleasant environment for residents, workers and visitors.

Cabinet was advised that Council Officers had previously used the PSPO powers along Clacton seafront, including in the shelters and this supported the Council in maintaining the town as a tourist attraction whilst keeping the seafront gardens clear of larger groups and ASB.

Members were reminded that, a decision had been taken by the Partnerships Portfolio Holder, published on 31st August 2023, which had extended the PSPO in Clacton town centre for a period of three years pursuant to the powers contained in Sections 59 to 65 of the Anti-Social Behaviour, Crime and Policing Act 2014.

To gather public opinion, the Council had also undertaken a six-week public consultation exercise. The consultation process had included businesses, Essex Police, Ward Councillors, landowners and members of the public that resided within a suggested extended PSPO area. During the consultation period, the Council had

received eighteen responses from members of the public and local businesses; all responses had been in support of the proposed amendments to the PSPO.

This Portfolio Holder report now put forward a proposal to extend the area covered across Clacton town centre and to introduce three additional conditions as follows:-

- a. No person shall urinate, defecate, or spit within the public restricted area.
- b. No tent or other structures like a tree, wall, fence, pole, booth, or gate to be used anywhere within the restricted area shall be erected unless prior authorisation is sought and agreed by the Council.
- c. All persons are prohibited from behaving in a way that causes or is likely to cause nuisance, harassment, alarm or distress to a member or members of the public.

The proposed new areas to be included in the Clacton town centre PSPO were:

- Lancaster Gardens West
- Lancaster Gardens East
- Albany Gardens West
- Albany Gardens East
- Connaught Gardens West
- Connaught Gardens East
- Beatrice Road

It was noted that a PSPO could not be issued to a person who was homeless under the ASB Legislation (Police and Crime Act 2014); however, if an individual was causing harassment, alarm and distress, the PSPO could come into effect.

A map of the proposed extension area was attached as Appendix C to the Portfolio Holder's report. The revised PSPO was attached at Appendix B.

Being satisfied that the legal test had been met in relation to the extended area and additional conditions:-

It was moved by Councillor Placey, seconded by Councillor Baker and:-

RESOLVED that Cabinet –

- (a) notes the outcome of the public consultation to the proposed variation of the Public Spaces Protection Order for Clacton Town Centre, as presented within the report (A.10);
- (b) agrees that it is satisfied on reasonable grounds that the activity or behaviour covered by the proposed variation is carried out, or likely to be carried out, in a public space:
 - has had, or is likely to have, a detrimental effect on the quality of life of those in the locality;
 - is, or is likely to be, persistent or continuing in nature;
 - is, or is likely to be, unreasonable; and
 - justifies the restrictions imposed.

- (c) approves the variation to the areas covered by the current Town Centre Public Spaces Protection Order (as indicated within this report (A.10) and the map shown in Appendix C thereto) introducing the following additional conditions:
 - i. No person shall urinate, defecate, or spit within the public restricted area.
 - ii. No tent or other structures like a tree, wall, fence, pole, booth, or gate to be used anywhere within the restricted area shall be erected, unless prior authorisation is sought and agreed by the Council.
 - iii. All persons are prohibited from behaving in a way that causes or is likely to cause nuisance, harassment, alarm or distress to a member or members of the public.

<u>Note</u>: Those additional conditions would cover both the existing area of the Clacton town centre and the additional areas.

18. <u>MATTERS REFERRED TO THE CABINET BY A COMMITTEE - REFERENCE FROM</u> <u>THE COMMUNITY LEADERSHIP OVERVIEW & SCRUTINY COMMITTEE - A.11 -</u> <u>SCRUTINY OF SCHOOL AGE EDUCATION PROVISION</u>

It was reported that the Community Leadership Overview and Scrutiny Committee ("the Committee") at its meeting held on 23 April 2024, had considered a final report from its School Age Education Provision Task and Finish Group, which had been submitted following that Group's conclusion of its enquiry concerning Education. That report was attached as Appendix 1 to report A.11.

The Committee's decision at its meeting held on 23 April 2024 had been to recommend to Cabinet as follows:-

- a) Advocate and champion where possible local mental health support for young people.
- b) Seek funding opportunities, wherever possible, to provide mental health support for young people.
- c) Promote the suicide prevention training (free online learning package) to schools across Tendring.
- d) Support and have Officer attendance at the Tendring Education Strategic Board, Attendance sub-group.
- e) Champion and continue to work closely with Family Solutions.
- f) To continue to support the Primary Wellbeing hubs and cascade the evaluation from the University of Essex through the Essex Health and Wellbeing Board, Tendring Community Safety Partnership/Health and Wellbeing Board.
- g) To request an update from ECC Education colleagues regarding school attendance data:-

That the following requests be submitted to ECC post January 2025 - (this will be the earliest opportunity for school data to be available under new reporting arrangements for schools. (Ref: Department for Education Guidance, "Working Together to Improve School Attendance," (update February 2024)):

• Request attendance data relating to the autumn term of 2024/25 to show levels of persistent and severe absence within the district (for the Tendring area and broken down by school).

- Number of alternative commissioning arrangements, which have been commissioned by the LA (Education Access Team/SEND Team) for the Tendring district, including the reasons why such provision has been deemed necessary. This request should cover the autumn term 2024/25.
- Number of SEND children (SEN Support or EHCP) who have been removed from a Tendring school roll in favour of elective home education, during the autumn term (Tendring district data for the autumn term 2024/25, broken down by primary and secondary phases), where the reason provided suggests needs have not been met by the school.

The response of the Partnerships Portfolio Holder to the above recommendations was as follows:-

"The Education Task and Finish group highlighted the significant challenges both for Tendring secondary schools and young people in relation to mental health and school attendance.

I welcome this report and the focus around the mental health of our young people as it is one of the significant reasons for non-attendance and with the many challenges young people face, early mental health support and provision is critical. As teachers are not routinely trained around mental health, projects such as the Wellbeing Hubs provide an excellent and very powerful opportunity to support our young people and upskill our teachers.

I support the championing of mental health services for young people and also the broader provision, for example around Family Solutions which can provide wider holistic support for families and thereby opportunity for young people.

Attendance is a key priority of the Tendring Education Strategic Board this academic year.

The work of the task and finish group has identified some key areas of focus and I look forward to seeing how this work develops."

It was moved by Councillor Placey, seconded by Councillor Barry and:-

RESOLVED that the recommendations made by the Community Leadership Overview & Scrutiny Committee be noted and that the response of the Partnerships Portfolio Holder thereto be endorsed.

19. <u>MATTERS REFERRED TO THE CABINET BY A COMMITTEE - REFERENCE FROM</u> <u>THE COMMUNITY LEADERSHIP OVERVIEW & SCRUTINY COMMITTEE - A.12 -</u> <u>SCRUTINY OF MAINSTREAM AND COMMUNITY TRANSPORT PROVISION IN THE</u> <u>DISTRICT</u>

It was reported that the Community Leadership Overview and Scrutiny Committee ("the Committee") at its meeting held on 23 April 2024, had considered a final report from its Mainstream and Community Transport Provision Task and Finish Group, which had been submitted following that Group's conclusion of its enquiry concerning Transport. That report was attached as Appendix 1 to report A.12.

The Committee's decision at its meeting held on 23 April 2024 had been to recommend to Cabinet as follows namely to:-

- a) Hold a summit with local transport providers including Hedingham and Chambers and Greater Anglia, to seek to improve the frequency, reliability and quality of local public transport services;
- *b)* Support advocacy for an improved rail service from Clacton, moving to a half hourly service;
- c) Take advantage of levelling up funding where available to support improved public transport;
- d) Engage with ECC and providers on the potential for Demand Responsive Transport to supplement the current public transport offer;
- e) Advocate where possible for services to be brought to coastal areas so that there is less need to travel for education and health care;
- f) Ask Hedingham to review the provision of a bus stop to support the new Marks and Spencer's store at Brook Park West, the Crematorium and the potential for park and ride to Clacton at peak tourist season building on the experience of the Airshow;
- g) Prioritise gaining developer contributions for new bus routes in the delivery of the revised Local Plan; and that
- h) Councils should take these recommendations into account when developing the Tendring Future Transport Strategy (ECC) and the Local Plan (TDC).

The response of the Economic Growth, Regeneration and Tourism Portfolio Holder to the Community Leadership Overview & Scrutiny Committee's recommendations was as follows:-

"I welcome the work completed by the Task and Finish Group and the report of the Community Leadership Overview and Scrutiny Committee. Improvements to public and community transport are of critical importance to residents in a coastal district like Tendring, and I recognise the challenges faced by our residents seeking to get about the district without a car. I endorse these recommendations and in particular commit to organising a summit of local transport providers in 2024."

It was moved by Councillor I J Henderson, seconded by Councillor M E Stephenson and:-

RESOLVED that the recommendations made by the Community Leadership Overview & Scrutiny Committee be noted and that the response of the Economic Growth, Regeneration & Tourism Portfolio Holder thereto be endorsed.

20. <u>MATTERS REFERRED TO THE CABINET BY A COMMITTEE - REFERENCE FROM</u> <u>THE COMMUNITY LEADERSHIP OVERVIEW & SCRUTINY COMMITTEE - A.13 -</u> <u>SCRUTINY OF IMPROVING ACCESS TO NHS DENTISTRY FOR RESIDENTS IN</u> <u>TENDRING</u>

It was reported that the Community Leadership Overview and Scrutiny Committee ("the Committee"), at its meeting held on 23 April 2024, had discussed the delegation of dental service commissioning to the Suffolk and North East Essex Integrated Care Board (SNEE ICB) by NHS England on April 1, 2023. This move had aimed to address longstanding issues surrounding NHS dental access, exacerbated by the COVID-19 pandemic. The financial burden on the NHS due to oral diseases amounted to £3.4 billion annually, underscoring the urgency of improving dental care provision.

Concerns had been raised by Members about the significant pain endured by individuals with dental issues, leading some to resort to extreme measures such as DIY dentistry or excessive use of painkillers like paracetamol. This not only strained urgent care services but also had broader societal impacts, including increased pressure on the healthcare system, reduced productivity due to absenteeism from work, and financial costs to employers.

The Committee outlined the commissioning structure for NHS dental services in Suffolk and North East Essex, highlighting the use of Courses of Treatment (CoT) and Units of Dental Activity (UDA) to reimburse dentists. Criticism had been directed at the 2006 NHS dental contract, which paid dentists per course of treatment rather than per item, potentially dis-incentivising comprehensive care. Efforts were now underway to reform the dental system, with objectives including improving oral health outcomes, enhancing patient access, and ensuring affordability within NHS resources.

Regarding dental fees, the Committee had detailed the three-band fixed charge primary care treatment package for adult patients, with exemptions for certain categories such as those under 18, pregnant women, and individuals receiving low-income benefits. Despite those provisions, there had been a downward trend in the utilization of free NHS dental care in Essex between 2017/18 and 2021/22. Poor oral health had been identified as a significant issue in this Region, impacting overall health, quality of life, and placing additional strain on healthcare services.

The Committee's decision at its meeting held on 23 April 2024 had been to recommend to Cabinet that:-

"Cabinet receives this report and thereby is made aware of the actions of the Suffolk and North Essex Integrated Care Board to improve provision to support good oral health in the Tendring District and to endorse the partnership links between the Council and the SNEE ICB to ensure the needs of local residents for good NHS Dental Services are best catered for through the ICB's commissioning."

The response of the Partnerships Portfolio Holder to the above recommendations was as follows:-

"I welcome the update provided by the Integrated Care Board (ICB)who now have the responsibility for dentistry and in particular their focus on high priority groups and urgent care especially as Councillors raised concerns re emergency access and treatment. In addition, utilising the opportunity around contractual flexibility to improve oral outcomes, patient access and affordability is welcomed.

A focus on behavioural management to support people to manage their own dental health and an increase in staffing as the opportunity for training at the University of Essex develops will help support a stronger preventative approach. This will assist the dentists in our area to be able to focus on the most serious cases.

A further update to the Committee in future would be helpful to ensure the work that the ICB highlighted is actually delivering outcomes and improving oral health in our area."

It was moved by Councillor Placey, seconded by Councillor M E Stephenson and:-

RESOLVED that the recommendations made by the Community Leadership Overview & Scrutiny Committee be noted and that the response of the Partnerships Portfolio Holder thereto be endorsed.

21. MANAGEMENT TEAM ITEMS

There were no formal written items submitted by the Council's Management Team on this occasion.

The Meeting was declared closed at 12.47 pm

Chairman

CABINET

26 JULY 2024

REPORT OF THE PORTFOLIO HOLDER FOR ASSETS

A.1 REMOVAL OF 25 AREAS OF LAND FROM THE PROPERTY DEALING PROCEDURE AND CONSIDERATION OF THE REMAINING 44, FOLLOWING AN INITIAL REVIEW OF 69 AREAS OF LAND UNDER THE PROCEDURE

PART 1 – KEY INFORMATION

PURPOSE OF THE REPORT

To consider whether to remove 25 areas of land from the Property Dealing Procedure in accordance with the list attached at Appendix A and to further consider the remaining 44 listed at Appendix B, following an initial review of the previous 69 areas of land over which the Property Dealing Procedure was initiated in July 2022.

EXECUTIVE SUMMARY

As part of the rationalisation of the Council's assets and in order to help address both the housing need in Tendring, as well as supporting the Council's financial position, 69 separate areas were identified and the Property Dealing Procedure initiated over them by Cabinet in July 2022 in order for them to be considered further.

As Portfolio Holder for Assets each of the pieces of land previously identified have been reviewed and the areas now put forward to be removed from the Property Dealing Procedure. Whilst the decision both to initiate the Property Dealing Procedure and to end this is usually a Portfolio Holder decision, due to the large number of areas identified and potential scale and impact, the previous decision in July 2022 was referred to Cabinet. It is only right therefore that this decision to remove land from under the Property Dealing Procedure also returns to Cabinet.

The current Corporate Plan recognises the Cabinet's priority to champion the local environment both creating and maintaining good quality and useable space for communities. With this in mind, the initial evaluation of the 69 areas looked at which ones are designated as safeguarded open space in the current Local Plan and the recommendation in this report is to remove these 25 from the Property Dealing Procedure and retain them as green space for the present time.

This would leave 44 areas of land that are still subject to the Property Dealing Procedure to be evaluated. Cabinet's priorities for this assessment are necessary to determine specifically the desired outcome . The three main options appear to be:

- 1. Capital receipt identify the ones that can be sold with outline planning permission for development and bring one off funding into the Council to support other priorities;
- 2. Council houses identify the ones that can be developed or retained for potential development in the future;
- 3. Do nothing place resources into other projects and areas and remove these 44 sites from the Property Dealing Procedure also. This doesn't negate the previous work carried out and the Property Dealing Procedure can be initiated over individual sites in the future.

RECOMMENDATION(S)

It is recommended that Cabinet:

- (a) approves the list of 25 sites put forward at Appendix A and determines to remove them from the Property Dealing Procedure based on their current status as safeguarded open space in the Local Plan;
- (b) to consider its priorities in respect of the remaining 44 sites, as set out in Appendix B, agrees to remove them from the Property Dealing Procedure to enable resources to be allocated to other corporate projects requiring asset support; and
- (c) requests over time, when resources are available, that an assessment of the sites in Appendix B be undertaken with the Portfolio Holder for Assets to determine which ones, on a case by case basis, should be proposed for disposal to obtain a capital receipt or retained for council housing, with individual decisions.

REASON(S) FOR THE RECOMMENDATION(S)

To reduce the number of sites currently the subject of the Property Dealing Procedure in order to focus resource on evaluating those that remain.

To set the Cabinet's priorities for further assessment in order to efficiently reduce capacity required within limited resources.

ALTERNATIVE OPTIONS CONSIDERED

- To keep all identified sites under the Property Dealing Procedure Not proposed Resources would be best used focussing on a smaller number of sites for evaluations and proposals.
- To fully evaluate all 44 remaining plots immediately Not proposed this would be extremely resource heavy. Rather understanding the Cabinet's priorities in the short to medium term, in order to specifically focus on a smaller number of areas to achieve those, would be a better use of resources

PART 2 – IMPLICATIONS OF THE DECISION

DELIVERING PRIORITIES

The current Corporate Plan sets out the vision for Tendring between 2024 - 2028, this includes championing the local environment by creating and maintaining spaces for leisure. The retention of some open spaces for this purpose supports the priority without the need to find and create more space.

Other priorities, including financial sustainability, have budgetary implications and under utilised assets can be repurposed or disposed of in order to support budgetary deficits. OUTCOME OF CONSULTATION AND ENGAGEMENT

The Portfolio Holder for Assets has considered all the land assets put forward to be removed from the Property Dealing Procedure and is in agreement with this action.

Informal consultation with other members of the Cabinet indicates that they are supportive of all 69 sites being removed from the Property Dealing Procedure in order to focus resources in other areas.

LEGAL REQUIREMENTS (including legislation & constitutional powers)							
Is the	NO	If Yes, indicate which	Significant effect on two or more				
recommendation		by which criteria it is a	wards				
		Page 40					

a Key Decision (see the criteria stated here)	Key Decision	 Involves £100,000 expenditure/income Is otherwise significant for the service budget
	And when was the proposed decision published in the Notice of forthcoming decisions for the Council (must be 28 days at the latest prior to the meeting date)	7 May 2024

In coming to decisions in relation to management of assets, the Council must act in accordance with its statutory duties and responsibilities. Cases assessing principles of Section 120 of Local Government Act 1972 confirm that the Council is obliged to ensure that the management of its assets are for the benefit of the District;

Section 9 of the Housing Act 1985 gives the Council discretionary power to construct or acquire housing.

Section 32 of the Housing Act 1985 together with the General Housing Consent 2013, Consent A gives the Council discretionary power to dispose of land held under Part II of the Housing Act 1985 that has not been developed/is vacant.

Section 123(1) of the Local Government Act 1972 indicates that, a local authority may dispose of land held by it in any way it wishes so long as (section 123 (2)) the land is disposed for a consideration not less than the best that can reasonably be obtained.

Section 123(2) of the Local Government Act 1972 indicates that, a local authority may not dispose of land held by it as public open space without first advertising its intention to do so.

Due to the scale of the previous list (69 properties), potential financial and resource impacts as well as the geographical spread of locations, Cabinet was asked in July 2022 to consider whether to initiate the Property Dealing Procedure over the sites. Cabinet agreed at that time to initiate the Property Dealing Procedure of all of the 69 sites. It is only right therefore that Cabinet is now asked to consider the decision to remove these from the Property Dealing Procedure.

X The Monitoring Officer confirms they have been made aware of the above and any additional comments from them are below:

The essence of this decision is seeking to undo the previous decision to allocate 69 sites to the Property Dealing Procedure and allow a prioritisation to take place with 44 of the 69 sites on a case by case basis as individual sites coming through the Property Dealing Procedure, when appropriate and necessary to do so. The recommendation to protect 25 sites as open space however, allows Cabinet to confirm that no further consideration of these sites will be progressed.

The Council's Annual Governance Statement (AGS) (a statutory document which sits alongside the Statement of Accounts, which is inspected by External Audit and which follows the CIPFA format) covers the seven principles of Local Code of Governance (for Local Government) and expects adherence with Principle E - Developing the Council's entity, including the capacity of its leadership and the individuals within it. Within the AGS for 2023/24, the Council stated it would review departmental plans against the new Corporate Vision to incorporate resources / capacity to deliver priorities, projects and service provision.

The Council must ensure that it is performing its statutory Best Value Duty with regards to the use of resources and service delivery. Best value authorities must demonstrate good governance, including a positive organisational culture, across all their functions and effective risk management.

FINANCE AND OTHER RESOURCE IMPLICATIONS

Of the original 69 sites put forward for consideration under the Property Dealing Procedure, this report is recommending that 25 of them now be removed from consideration. These 25 sites are currently designated as safeguarded open space under the current Local Plan and as such are considered to be the most difficult and resource heavy to sell or repurpose.

Cabinet should also consider the resource implications in respect of the other 44 areas of land and it is recommended that these are also removed from the Property Dealing Procedure and progressed on an individual basis as and when priorities and resources allow.

X The Section 151 Officer confirms they have been made aware of the above and any additional comments from them are below:

Although there are no significant comments over and above those set out elsewhere in this report, it is recognised that the proposed way forward of revisiting the sites on a case by case basis would not negate the effective management of resources / assets and the potential to generate capital receipts for reinvestment or for supporting the Council's longer term financial sustainability in the future.

USE OF RESOURCES AND VALUE FOR MONEY

The following are submitted in respect of the indicated use of resources and value for money indicators:

 A) Financial sustainability: how the body plans and manages its resources to ensure it can continue to deliver its services; 	Retention of underused land does not contribute to priorities and consumes resources. However in order to meet current priorities around championing the environment, maintaining currently owned public realm land well, makes it more attractive for leisure purposes
B) Governance: how the body ensures that it makes informed decisions and properly manages its risks, including; and	Having considered the current status of the land under the Local Plan, the 25 land areas the subject of this report are considered at a higher risk of failure for other uses. With limited resources available to progress anything on the remaining 44 sites, it is recommended that these too are not progressed at the present time in order to focus on other Council priorities.
C) Improving economy, efficiency and effectiveness: how the body uses information about its costs and performance to improve the way it manages and delivers its services.	As above, of the 69 sites originally proposed, the 25 the subject of this report are considered the most resource hungry. With limited resources available to progress anything on the remaining 44 sites, it is recommended that these too are not progressed at the present time in order to focus on other Council priorities.
MILESTONES AND DELIVERY	

If Cabinet agrees to remove the 25 sites from the Property Dealing Procedure, then no further

action will be taken on them.

As and when resources permit, consideration of and recommendations for the remaining 44 sites will be put forward for further decisions.

ASSOCIATED RISKS AND MITIGATION

There is not considered to be any great risks in removing these sites from the Property Dealing Procedure. Should any one of them be considered to have potential for something else in the future, then the Property Dealing Procedure can be reinitiated over that specific area.

EQUALITY IMPLICATIONS

The decision of this report does not have any equality implications.

SOCIAL VALUE CONSIDERATIONS

The decision of this report does not have any direct social value implications, however by retaining the current use of 25 areas of green space, these all remain accessible for public leisure uses.

IMPLICATIONS FOR THE COUNCIL'S AIM TO BE NET ZERO BY 2030

The decisions of this report will not impact directly on the Council's net zero aim.

OTHER RELEVANT CONSIDERATIONS OR IMPLICATIONS

Consideration has been given to the implications of the proposed decision in respect of the following and any significant issues are set out below.

Crime and Disorder	N/A
Health Inequalities	N/A
Area or Ward affected	Alresford & Elmstead, Ardleigh & Little Bromley, Brightlingsea, Bluehouse, Coppins, St. Johns, Eastcliff, St. Bartholomews, The Bentleys & Frating, Weeley & Tendring, The Oakleys & Wix, Dovercourt All Saints, Dovercourt Bay, Lawford Manningtree & Mistley, St. Osyth.

PART 3 – SUPPORTING INFORMATION

BACKGROUND

The Property Dealing Procedure was initiated over 69 sites that are freehold owned by Tendring District Council in July 2022, in order for their potential for development or disposal to be considered in line with the priorities at the time:

- Building and managing our own homes
- Public spaces to be proud of in urban and rural areas
- Use assets to support priorities

As well as specifically addressing the following 2022/23 Highlight Priority Actions approved by Cabinet in February 2022:

C5 Use assets to support priorities:"...To facilitate member decision on a range of potential development sites identified within the Housing Revenue Account and General Fund estates.

Propose a range of disposal or development options that touches on a spectrum of priority themes and balances financial and service considerations..."

Q1 target: Other Sites: Prepare long list of potential disposal/development sites for Portfolio Holder shortlisting.

Q2 target: Other Sites: Report to members short list of potential development/ disposal sites for direction and prioritisation.

These sites have now been considered against achievability, as well as the new current Corporate Priorities.

PREVIOUS RELEVANT DECISIONS

Cabinet – 19.02.2021 Proposed Development of Surplus Sites for Housing or Disposal

Cabinet – 15.07.2022 Initiation of the Property Dealing Procedure in order to explore the development potential of various areas of Council land

BACKGROUND PAPERS AND PUBLISHED REFERENCE MATERIAL

None

APPENDICES

Appendix A – Plans, Evaluation and Concept Development Proposals previously supplied for each of the 25 sites the subject of this report.

Appendix B – Plans, Evaluation and Concept Development Proposals previously supplied for each of the other 44 sites.

REPORT CONTACT OFFICER(S)	
Name	Jennie Wilkinson
Job Title	Property and Projects Manager
Email/Telephone	jwilkinson@tendringdc.gov.uk 01255 686935

	Church View, Ardleigh – Ref A001G	Circle shows 100 metre radius around the site – image from Google Earth
Size	1100 m2	terer ter Ro
Adjoining Uses (within 100m)	Residential, Farmland	
Planning designation	Within development boundary, safeguarded open space	ChurchView
Current use	Green space	
Legal constraints	None	
e 45		
	1 CHURCH VIEW	
a longe		
	The light the the the	

	Land Assessment Matrix									
	Key Yes No									
Ground		Known Right	s	Biodiversity		Infrastructure		Background		
Grass		Right of way		Mature Trees		Waste bin		Anti-Social Behaviour		
Tarmac		Drainage		Maintained Planting		Dog Bin				
		Gas		Mature Hedgerow		Bench				
Рафе 46		Underground Cables		Significant Biodiversity		Play Equipment				
		Overground Cables				Lamp Column/s				
		Parking				Footpath/s				
		Other								

Ward: Ardleigh and Little Bromley

Estimated cost of Annual Maintenance: £470

Other information and opportunities: Nothing noted.

Development Potential

Proposed properties: 3 x Detached Houses



Housing Need

As at the 1st May 2020 14% of Tendring's demand for housing was in the rural villages, equating to 274 households.

		Bellfield, Brightlingsea – Ref B001H
	Size	2590m2
	Adjoining Uses (within 100m)	Housing
	Planning designation	Within development boundary, safeguarded open space
	Current use	Green Space
	Legal constraints	none
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	Land Assessment Matrix									
	Key Yes No									
Ground		Known Right	S	Biodiversity		Infrastructure		Background		
Grass		Right of way		Mature Trees		Waste bin		Anti-Social Behaviour		
Tarmac		Drainage		Maintained Planting		Dog Bin				
		Gas		Mature Hedgerow		Bench				
Paœ 48		Underground Cables		Significant Biodiversity		Play Equipment				
		Overground Cables				Lamp Column/s				
		Parking				Footpath/s				
		Other								

Ward: Brightlingsea

Estimated cost of Annual Maintenance: £1,300

Other information and opportunities:

Extra wide verges adjacent to 23 and 25 Red Barn Road could potentially be used to create additional parking spaces.

Development Potential

Proposed properties: 10 x Semi-Detached Houses



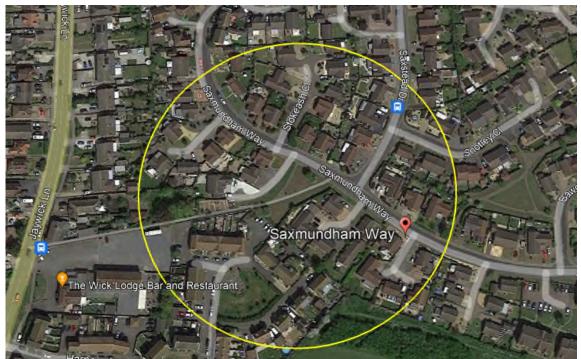
Housing Need

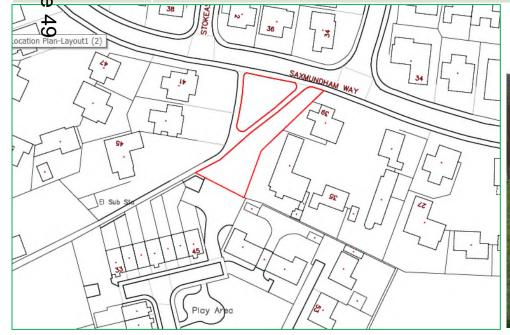
Saxmundham Way, Clacton – C001G

Size	445m2
Adjoining Uses (within 100m)	Residential, TDC owned Public Open Space (Harpers Way) including play equipment, nearby bus route
Planning designation	Within the development boundary, safeguarded open space
Current use	Green Space
Logal constraints	There is a public open space covenant on the land, however this is in favour

Legal constraints

There is a public open space covenant on the land, however this is in favour of a dissolved company, so there is no one capable of enforcing it.









	Land Assessment Matrix							
						Key	Ye	s No
Ground		Known Right	S	Biodiversity	,	Infrastructu	re	Background
Grass		Right of way		Mature Trees		Waste bin		Anti-Social Behaviour
Tarmac		Drainage		Maintained Planting		Dog Bin		
		Gas		Mature Hedgerow		Bench		
Paœ 50		Underground Cables		Significant Biodiversity		Play Equipment		
		Overground Cables				Lamp Column/s		
		Parking				Footpath/s		
		Other						

Ward: Bluehouse

Estimated cost of Annual Maintenance: £200

Other information and opportunities: The footpath running between the two sites is publicly maintained and not owned by TDC which is why it has been excluded from the development proposal.

Development Potential

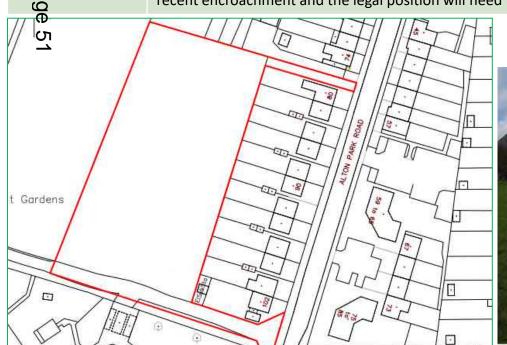
Proposed properties: 2 x Detached Bungalows



Housing Need

Alton Park Road, Clacton – C002H

Size	5520m2
Adjoining Uses (within 100m)	Residential, industrial/commercial workshops, allotment gardens, school
Planning designation	Within the development boundary; safeguarded open space.
Current use	Green space, including small electricity sub-station to the rear of the southern most property.
Legal constraints ന ഗ്ര	The narrow second access to the north of the site has been incorporated into the neighbouring residential boundary. This does not appear to be a recent encroachment and the legal position will need to be explored.







	Land Assessment Matrix								
						Key	Ye	s No	
Ground	ł	Known Right	s	Biodiversity	/	Infrastructu	re	Background	
Grass		Right of way		Mature Trees		Waste bin		Anti-Social Behaviour	
Tarmac		Drainage		Maintained Planting		Dog Bin			
		Gas		Mature Hedgerow		Bench			
a∰e 52		Underground Cables		Significant Biodiversity		Play Equipment			
		Overground Cables				Lamp Column/s			
		Parking				Footpath/s			
		Other							

Ward: Coppins

Estimated cost of Annual Maintenance: £2,000

Other information and opportunities: There may be difficulties with regard to access to the site which will need to be explored.

Development Potential

Proposed development: 12 x Semi-Detached Houses and 1 x Detached House



Housing Need

	Melton Close, Clacton – C004G	Circle shows 100 metre radius around the site – image from Google Earth
Size	940m2	
Adjoining Uses (within 100m)	Residential, nearby bus route	Blyford Rd
Planning designation	Within the development boundary; Safeguarded open space	Melton CI
Current use	Green space	
Legal constraints တူ ထူ	None	SMART Paintwork
	MELICIN CLOSE	

	Land Assessment Matrix								
	Key Yes No								
Ground	l	Known Right	S	Biodiversity	/	Infrastructu	re	Background	
Grass		Right of way		Mature Trees		Waste bin		Anti-Social Behaviour	
Tarmac		Drainage		Maintained Planting		Dog Bin			
		Gas		Mature Hedgerow		Bench			
°a∰e 54		Underground Cables		Significant Biodiversity		Play Equipment			
		Overground Cables				Lamp Column/s			
		Parking				Footpath/s			
		Other							

Ward: Bluehouse

Estimated cost of Annual Maintenance: £575

Other information and opportunities:

There appears to have been some driving over or parking on this green space a plan to enhance and landscape the remaining space as part of the development could discourage this.

Development Potential

Proposed properties: 2 x Link-Detached Houses



Housing Need

	Cambridge Court, Clacton – Ref C009H	Circle shows 100 metre radius around the site – image from Google Earth
Size	2000m2	
Adjoining Uses (within 100m)	Main Road, Residential	
Planning designation	Within Development Boundary, safeguarded open space	
Current use	Green Space	
Legal constraints	None	
55		
	13.7m + Guivers & Gourt & S	
1 to 28 Groom House	4000 Land Land Land Land Land Land Land Land	
H D	Cambridge R	

	Land Assessment Matrix								
	Key Yes No								
Ground	l	Known Right	S	Biodiversity	,	Infrastructu	re	Background	
Grass		Right of way		Mature Trees		Waste bin		Anti-Social Behaviour	
Tarmac		Drainage		Maintained Planting		Dog Bin			
		Gas		Mature Hedgerow		Bench			
'aœू 56		Underground Cables		Significant Biodiversity		Play Equipment			
		Overground Cables				Lamp Column/s			
		Parking				Footpath/s			
		Other							

Ward: St Johns

Estimated cost of Annual Maintenance: £1,200

Other information and opportunities:

New landscaping & trees to separate new and existing properties.

Development Potential

Proposed properties: 12 x Terrace of Properties



Housing Need

	Ro Elmden Court, Clacton – Ref C011G	Circle shows 100 metre radius around the site – image from Google Earth
Size	800 m2	
Adjoining Uses (within 100m)	Residential, playing field, allotments, public open space	Kemplings/Ave
Planning designation	Within development boundary, safeguarded open space	
Current use	Green space	Elmoen er
Legal constraints ပြ ပြု	none	
57		
Li to 39 Regency I	Lodge ELMDEN COURT	

	Land Assessment Matrix										
						Key	Ye	s		No	
Ground		Known Right	s	Biodiversity	/	Infrastructu	ire	Background		d	
Grass		Right of way		Mature Trees		Waste bin		Anti Beh			
Tarmac		Drainage		Maintained Planting		Dog Bin					
Concrete		Gas		Mature Hedgerow		Bench					
Page 58		Underground Cables		Significant Biodiversity		Play Equipment					
		Overground Cables				Lamp Column/s					
		Parking				Footpath/s					
		Other									

Ward: St Johns

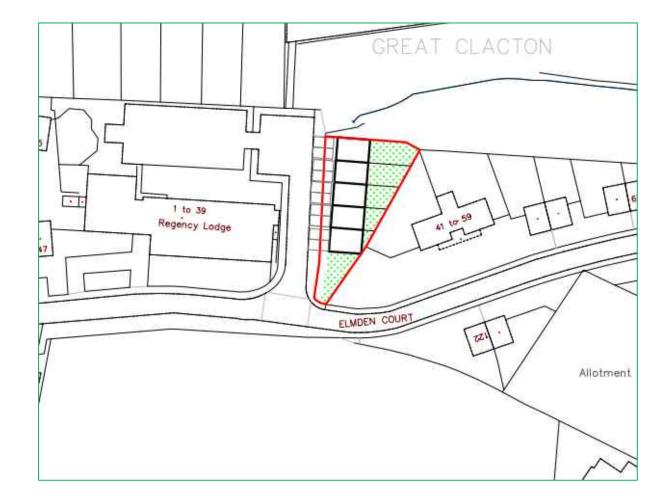
Estimated cost of Annual Maintenance: £400

Other information and opportunities:

Green space and stream to the north of the site could be enhanced to combat anti-social behaviour in the area and provide nice useable space for local residents

Development Potential

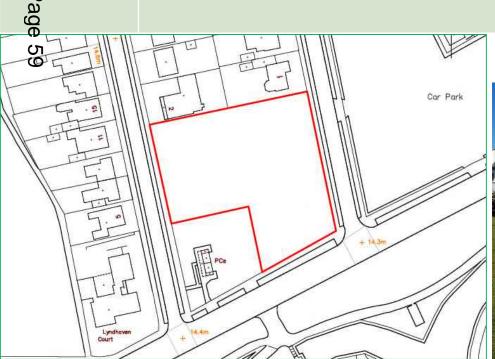
Proposed properties: 5 x Terrace of Properties



Housing Need

Lyndhurst Road, Clacton – Ref C014G

Size	3000m2
Adjoining Uses (within 100m)	Residential, Open Space, Greensward, Seafront, Playing Fields, Sailing Club, Public Car Park, Public Conveniences
Planning designation	Within development boundary, safeguarded open space
Current use	Green Space
Legal constraints	None







	Land Assessment Matrix							
						Key	Ye	s No
Ground	I	Known Right	S	Biodiversity	,	Infrastructu	re	Background
Grass		Right of way		Mature Trees		Waste bin		Anti-Social Behaviour
Tarmac		Drainage		Maintained Planting		Dog Bin		
		Gas		Mature Hedgerow		Bench		
Page 60		Underground Cables		Significant Biodiversity		Play Equipment		
		Overground Cables				Lamp Column/s		
		Parking				Footpath/s		
		Other						

Ward: Eastcliff

Estimated cost of Annual Maintenance: £1,300

Other information and opportunities:

An alternative option could be seafront apartments here, or a mixture of houses with an apartment block to the south, seaward side of the site.

Development Potential

Proposed properties: 8 x Detached Houses



Housing Need

	Brighton Road, Clacton – Ref C015G	Circle shows 100 metre radius around the site – image from Google Earth
Size	6000m2	
Adjoining Uses (within 100m)	Residential, Public Open Space, Public Car Park	
Planning designation	Within development boundary, safeguarded open space	E 1-11'55.68"
Current use	Green Space	the second secon
Legal constraints ပ ယ ထ	none	
E Sub Sta		

	Land Assessment Matrix								
	Key Yes No								
Ground		Known Right	s	Biodiversity	/	Infrastructu	re	Background	
Grass		Right of way		Mature Trees		Waste bin		Anti-Social Behaviour	
Tarmac		Drainage		Maintained Planting		Dog Bin			
		Gas		Mature Hedgerow		Bench			
)agre 62		Underground Cables		Significant Biodiversity		Play Equipment			
		Overground Cables				Lamp Column/s			
		Parking				Footpath/s			
		Other							

Ward: St Bartholomews

Estimated cost of Annual Maintenance: £3,000

Other information and opportunities:

Due to the space and the seafront location, the scheme could include an apartment block on part of the site.

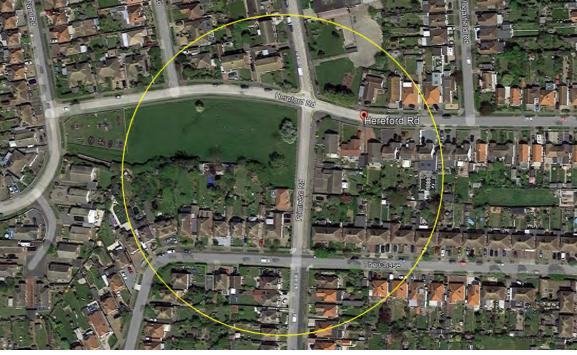
Development Potential

Proposed properties: 14 x Semi-Detached Houses & 4 x Detached Houses



Housing Need

	Hereford Road – Ref C016G	Circle shows 100 metre rad
Size	300m2	
Adjoining Uses (within 100m)	Residential, playing ground, elementary school	
Planning designation	Within development boundary, safeguarded open space	
Current use	Green space	
Legal constraints မာ ပို့မှ	None	
Recreation of		





	Land Assessment Matrix								
						Key	Ye	s	No
Ground		Known Rights	S	Biodiversity		Infrastructu	ire	Back	ground
Grass		Right of way		Mature Trees		Waste bin		Anti-So Behavi	
Tarmac		Drainage		Maintained Planting		Dog Bin			
		Gas		Mature Hedgerow		Bench			
Page 64		Underground Cables		Significant Biodiversity		Play Equipment			
		Overground Cables				Lamp Column/s			
		Parking				Footpath/s			
		Other							

Ward: St Bartholomews

Estimated cost of Annual Maintenance: £150

Other information and opportunities: Nothing noted

Development Potential

Proposed properties: 1 x Detached House



Housing Need

Manor Way, Clacton – Ref C017G

Size	2700m2
Adjoining Uses (within 100m)	Residential, Seafront, public open space, boat storage yard
Planning designation	Within development boundary, safeguarded open space
Current use	Green space









	Land Assessment Matrix							
						Key	Ye	s No
Ground		Known Rights	S	Biodiversity		Infrastructure		Background
Grass		Right of way		Mature Trees		Waste bin		Anti-Social Behaviour
Tarmac		Drainage		Maintained Planting		Dog Bin		
		Gas		Mature Hedgerow		Bench		
Рафе 66		Underground Cables		Significant Biodiversity		Play Equipment		
		Overground Cables				Lamp Column/s		
		Parking				Footpath/s		
		Other						

Ward: St Bartholomews

Estimated cost of Annual Maintenance: £1,400

Other information and opportunities: Seafront Apartments could also be considered here.

Development Potential

Proposed properties: 4 x Detached Houses



Housing Need

	The Chase, Clacton – Re	f C024G	Circle shows 100 m
Size	1250m2		an dirta
Adjoining Uses (within 100m)	Residential, seafront, public open space,	parking	
Planning designation	Within development boundary, safeguar	ded open space	
Current use	Green space		
Legal constraints ပာ ပို့ စု	None		500 - 20 0 C
Proceeding	a course ?		
		and and Shing	





	Land Assessment Matrix								
						Key	Ye	s No	
Ground		Known Rights	5	Biodiversity		Infrastructure		Background	
Grass		Right of way		Mature Trees		Waste bin		Anti-Social Behaviour	
Tarmac		Drainage		Maintained Planting		Dog Bin			
		Gas		Mature Hedgerow		Bench			
'aଙ୍କୁତ 68		Underground Cables		Significant Biodiversity		Play Equipment			
		Overground Cables				Lamp Column/s			
		Parking				Footpath/s			
		Other							

Ward: St Bartholomews

Estimated cost of Annual Maintenance: £725

Other information and opportunities: A small seafront apartment block could also be considered.

Development Potential

Proposed properties: 2 x Semi-Detached Houses and 1 x Detached House



Housing Need

	Haven Avenue, Clacton – Ref C0250	Circle shows 100 metre radius around the site – image from Google Earth
Size	3000m2	
Adjoining Uses (within 100m)	Residential, Seafront	
Planning designation	Outside development boundary, safeguarded open sp	ace Haven Axe Haven Axe
Current use	Green space	
Legal constraints	None	
HAVE	N AVENUE	
	Haven Gardens	
THE		

	Land Assessment Matrix								
						Key	Ye	s No	
Ground		Known Right	Known Rights		Biodiversity		re	Background	
Grass		Right of way		Mature Trees		Waste bin		Anti-Social Behaviour	
Tarmac		Drainage		Maintained Planting		Dog Bin			
		Gas		Mature Hedgerow		Bench			
Pa@ 70		Underground Cables		Significant Biodiversity		Play Equipment			
		Overground Cables				Lamp Column/s			
		Parking				Footpath/s			
		Other							

Ward: St Bartholomews

Estimated cost of Annual Maintenance: £1,600

Other information and opportunities: Nothing noted

Development Potential

Proposed properties: 6 x Detached Houses



Housing Need

Lucerne Road, Elmstead Market – Ref E001G

Size	1080m2
Adjoining Uses (within 100m)	Residential, petrol station, retail
Planning designation	Within development boundary, safeguarded open space
Current use	Green space
Legal constraints သို့ ပို့ရာ	Active public open space covenant





	Land Assessment Matrix								
						Key	Ye	s No	
Ground		Known Right	S	Biodiversity	Biodiversity		re	Background	
Grass		Right of way		Mature Trees		Waste bin		Anti-Social Behaviour	
Tarmac		Drainage		Maintained Planting		Dog Bin			
		Gas		Mature Hedgerow		Bench			
Paœ 72		Underground Cables		Significant Biodiversity		Play Equipment			
		Overground Cables				Lamp Column/s			
		Parking				Footpath/s			
		Other							

Ward: Alresford and Elmstead

Estimated cost of Annual Maintenance: £550

Other information and opportunities: Nothing noted.

Development Potential

Proposed properties: 4 x Semi-Detached Bungalows



Housing Need

As at the 1st May 2020 14% of Tendring's demand for housing was in Rural Villages, equating to 274 households.

De Vere Estate, Great Bentley – Ref GB001H

Size	925m2
Adjoining Uses (within 100m)	Residential, public open space, playing field
Planning designation	Within development boundary, safeguarded open space
Current use	Green space
Legal constraints D age 73	None
	Greet Bromley-fil House I-43 I

Ripor





	Land Assessment Matrix								
	Key Yes No								
Ground	l	Known Rights	ts Biodiversity		,	Infrastructu	re	Background	
Grass		Right of way		Mature Trees		Waste bin		Anti-Social Behaviour	
Tarmac		Drainage		Maintained Planting		Dog Bin			
		Gas		Mature Hedgerow		Bench			
Pa∰e 74		Underground Cables		Significant Biodiversity		Play Equipment			
		Overground Cables				Lamp Column/s			
		Parking				Footpath/s			
		Other							

Ward: Bentleys and Frating

Estimated cost of Annual Maintenance: £500

Other information and opportunities: Nothing noted.

Development Potential

Proposed properties: 4 x Semi-Detached Bungalows



Housing Need

Size	540m2
Adjoining Uses (within 100m)	Residential, farmland
Planning designation	Within development boundary, safeguarded open space
Current use	Green space
Legal constraints မရှိ	Public open space covenant no longer enforceable

RED BARN LANE

Esperansa

WOODLANDS

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	Land Assessment Matrix								
						Key	Ye	s No	
Ground		Known Rights	S	Biodiversity		Infrastructure		Background	
Grass		Right of way		Mature Trees		Waste bin		Anti-Social Behaviour	
Tarmac		Drainage		Maintained Planting		Dog Bin			
		Gas		Mature Hedgerow		Bench			
°a∯e 76		Underground Cables		Significant Biodiversity		Play Equipment			
		Overground Cables				Lamp Column/s			
		Parking				Footpath/s			
		Other							

Ward: The Oakleys & Wix

Estimated cost of Annual Maintenance: £300

Other information and opportunities: Nothing noted

Development Potential

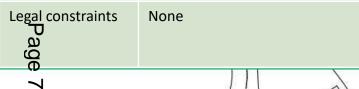
Proposed properties: 2 x Detached Houses

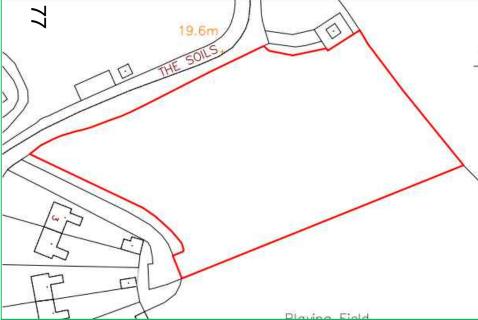


Housing Need

Sparrows Corner,	Great Oakley	/ – Ref GO002G
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Size	6020m2
Adjoining Uses (within 100m)	Residential, playing field, farmland
Planning designation	Outside development boundary, safeguarded open space
Current use	Green space









	Land Assessment Matrix							
						Key	Ye	s No
Ground	I	Known Right	6	Biodiversity	Biodiversity		re	Background
Grass		Right of way		Mature Trees		Waste bin		Anti-Social Behaviour
Tarmac		Drainage		Maintained Planting		Dog Bin		
Concrete		Gas		Mature Hedgerow		Bench		
'a∰e 78		Underground Cables		Significant Biodiversity		Play Equipment		
		Overground Cables				Lamp Column/s		
		Parking				Footpath/s		
		Other						

Ward: Oakleys and Wix

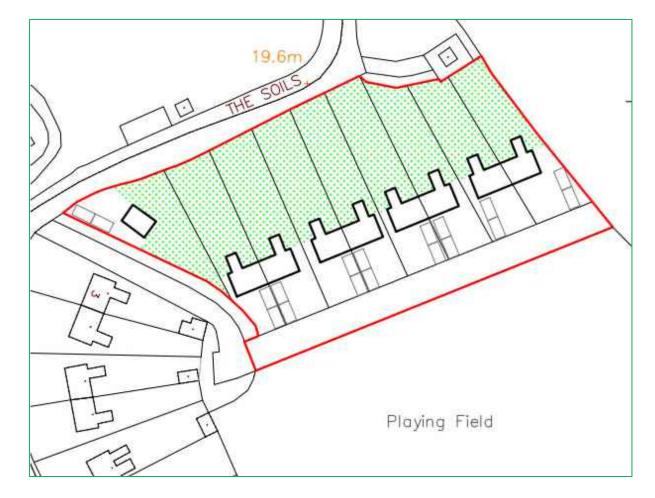
Estimated cost of Annual Maintenance: £3000

Other information and opportunities:

Vehicular access will need to be reconfigured and regularised.

Development Potential

Proposed properties: 8 x Semi-Detached Houses & 1 x Detached House



Housing Need

	Allfields, Harwich – H002BH
Size	440m2
Adjoining Uses (within 100m)	Residential, public open space, school
Planning designation	Within development boundary, safeguarded open space
Current use	Green space
Legal constraints မာ ပို့ရ	None





	Land Assessment Matrix								
						Key	Ye	s No	
Ground Known Rights		S	Biodiversity		Infrastructure		Background		
Grass		Right of way		Mature Trees		Waste bin		Anti-Social Behaviour	
Tarmac		Drainage		Maintained Planting		Dog Bin			
		Gas		Mature Hedgerow		Bench			
)aੁਰੂੰਦ 80		Underground Cables		Significant Biodiversity		Play Equipment			
		Overground Cables				Lamp Column/s			
		Parking				Footpath/s			
		Other							

Ward: Dovercourt All Saints

Estimated cost of Annual Maintenance: £300

Other information and opportunities: Nothing noted

Development Potential

Proposed properties: 2 x Semi-Detached Houses



Housing Need

As at the 1st May 2020 15% of Tendring's demand for housing was in Harwich and Dovercourt, equating to 293 households.

	Beach Road, Harwich – Ref H008H
Size	4,090m2
Adjoining Uses (within 100m)	Beachfront, residential, tennis court
Planning designation	Within development boundary, safeguarded open space
Current use	Green space
Legal constraints ပြ ပြ	None
	St or 1
Waterfront	Phoenix Povilions





	Land Assessment Matrix								
						Key	Ye	s No	
Ground	I	Known Rights	S	Biodiversity	Biodiversity		ire	Background	
Grass		Right of way		Mature Trees		Waste bin		Anti-Social Behaviour	
Tarmac		Drainage		Maintained Planting		Dog Bin			
		Gas		Mature Hedgerow		Bench			
)a@e 82		Underground Cables		Significant Biodiversity		Play Equipment			
		Overground Cables				Lamp Column/s			
		Parking				Footpath/s			
		Other							

Ward: Dovercourt Bay

Estimated cost of Annual Maintenance: £2,000

Other information and opportunities:

May be potential for seafront apartments instead.

Development Potential

Proposed properties: 10 x Detached Houses



Housing Need

As at the 1st May 2020 15% of Tendring's demand for housing was in Harwich and Dovercourt, equating to 293 households.

	Norway Crescent, Harwich – Ref H010H	Circle shows 100 metre radius around the site – image from Google Earth
Size	2300m2	
Adjoining Uses (within 100m)	Residential, public open space	
Planning designation	Within development boundary, safeguarded open space	
Current use	Green space	
Legal constraints မာ ပိုင် မာ	None	Norway Cres
		<image/>

	Land Assessment Matrix							
						Key	Ye	s No
Ground	I	Known Rights	5	Biodiversity	Biodiversity		re	Background
Grass		Right of way		Mature Trees		Waste bin		Anti-Social Behaviour
Tarmac		Drainage		Maintained Planting		Dog Bin		
		Gas		Mature Hedgerow		Bench		
'aਰੂੱਦ 84 ਹ		Underground Cables		Significant Biodiversity		Play Equipment		
		Overground Cables				Lamp Column/s		
		Parking				Footpath/s		
		Other						

Ward: Dovercourt All Saints

Estimated cost of Annual Maintenance: £1200

Other information and opportunities:

This site has a steep bank to the rear the integrity of which will need to be taking into consideration. It is situated on a hill at the front, the site currently holds salt buckets for icy weather, which will need relocating.

Development Potential

Proposed properties: 4 x Semi-Detached Houses



Housing Need

As at the 1st May 2020 15% of Tendring's demand for housing was in Harwich and Dovercourt, equating to 293 households.

Size750m2Adjoining Uses (within 100m)Residential, garaging, public open spacePlanning designationWithin development boundary, safeguarded open spaceCurrent useGreen space		Bayview Crescent – Ref LO002BH	Circle shows 100 metre radius around the site – image from Google Earth
(within 100m) Planning designation Within development boundary, safeguarded open space Current use Green space Legal constraints None	Size	750m2	
designation Current use Green space Legal constraints ONO Current use Oreen space Current u	Adjoining Uses (within 100m)	Residential, garaging, public open space	
Legal constraints Por Port Port Port Port Port Port Port Port	Planning designation	Within development boundary, safeguarded open space	Bayview Cres
age 85	Current use	Green space	
	Legal constraints ပာ ပို့	None	

	Land Assessment Matrix							
						Key	Ye	s No
Ground	I	Known Right	5	Biodiversity	,	Infrastructu	re	Background
Grass		Right of way		Mature Trees		Waste bin		Anti-Social Behaviour
Tarmac		Drainage		Maintained Planting		Dog Bin		
		Gas		Mature Hedgerow		Bench		
Paœ 86		Underground Cables		Significant Biodiversity		Play Equipment		
		Overground Cables				Lamp Column/s		
		Parking				Footpath/s		
		Other						

Ward: Oakleys and Wix

Estimated cost of Annual Maintenance: £400

Other information and opportunities: Nothing noted.

Development Potential

Proposed properties: 2 x Semi-Detached Bungalows



Housing Need

Bayview Crescent ,	, Little Oakley –	- Ref LO002CH
---------------------------	-------------------	---------------

Size	560m2
Adjoining Uses (within 100m)	Residential, school, pubic open space
Planning designation	Within development boundary, safeguarded open space
Current use	Green space









	Land Assessment Matrix							
						Key	Ye	s No
Ground		Known Rights	S	Biodiversity		Infrastructu	re	Background
Grass		Right of way		Mature Trees		Waste bin		Anti-Social Behaviour
Tarmac		Drainage		Maintained Planting		Dog Bin		
		Gas		Mature Hedgerow		Bench		
)a@e 88		Underground Cables		Significant Biodiversity		Play Equipment		
		Overground Cables				Lamp Column/s		
		Parking				Footpath/s		
		Other						

Ward: Oakley's and Wix

Estimated cost of Annual Maintenance: £300

Other information and opportunities: Nothing noted.

Development Potential

Proposed properties: 2 x Semi-Detached Houses



Housing Need

Cotman Avenue, Manningtree – Ref M001G

Size	1642 m2
Adjoining Uses (within 100m)	Residential, public open space
Planning designation	Within development boundary, safeguarded open space
Current use	Green space
Legal constraints မ ပို့မှ	Active public open space covenant
89	56 / 100









	Land Assessment Matrix								
	Key Yes No								
Ground	l	Known Right	S	Biodiversity	/	Infrastructu	re	Background	
Grass		Right of way		Mature Trees		Waste bin		Anti-Social Behaviour	
Tarmac		Drainage		Maintained Planting		Dog Bin			
		Gas		Mature Hedgerow		Bench			
°a∯e 90		Underground Cables		Significant Biodiversity		Play Equipment			
		Overground Cables				Lamp Column/s			
		Parking				Footpath/s			
		Other							

Ward: Lawford, Manningtree and Mistley

Estimated cost of Annual Maintenance: £1000

Other information and opportunities:

There are currently 2 footpaths through the space, which could be reduced to one.

Development Potential

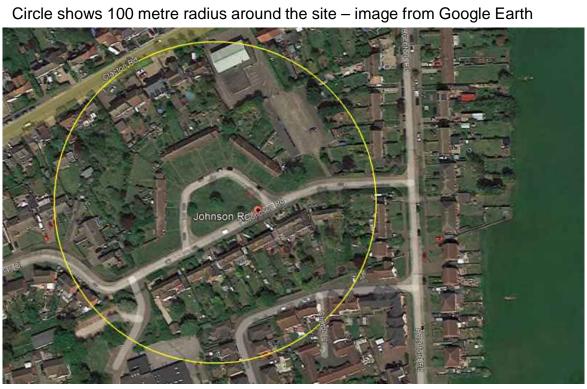
Proposed properties: 2 x Detached Houses and 2 x Semi-Detached Houses



Housing Need

As at the 1st May 2020 7% of Tendring's demand for housing was in Manningtree, Mistley & Lawford, equating to 137 households.

	Johnson Road – Ref SO002H						
Size	1410m2						
Adjoining Uses (within 100m)	Residential, garages, school, village hall						
Planning designation	Within development boundary, safeguarded open space (only larger plot)						
Current use	Green space, green verge						
Legal constraints မာ ပို့ရာ	None						





	Land Assessment Matrix								
	Key Yes No								
Ground		Known Right	S	Biodiversity	,	Infrastructu	re	Background	
Grass		Right of way		Mature Trees		Waste bin		Anti-Social Behaviour	
Tarmac		Drainage		Maintained Planting		Dog Bin			
		Gas		Mature Hedgerow		Bench			
)aœ 92		Underground Cables		Significant Biodiversity		Play Equipment			
		Overground Cables				Lamp Column/s			
		Parking				Footpath/s			
		Other							

Ward: St Osyth

Estimated cost of Annual Maintenance: £725

Other information and opportunities: Nothing noted

Development Potential

Proposed properties: 1 x Detached and 4 x Semi-Detached Houses



Housing Need

	The Street, Weeley – Ref W001H	Circle shows 100 metre radius around the site – image from Google Earth
Size	240m2	
Adjoining Uses (within 100m)	Residential, post office	
Planning designation	Within development boundary, safeguarded open space	
Current use	Green verge	
Legal constraints ပို့ ပို့ရ	None	
93		
V-FILL		

	Land Assessment Matrix									
	Key Yes No									
Ground	l	Known Right	Known Rights		,	Infrastructu	re	Background		
Grass		Right of way		Mature Trees Waste bin			Anti-Social Behaviour			
Tarmac		Drainage		Maintained Planting		Dog Bin				
		Gas		Mature Hedgerow		Bench				
°a∰e 94		Underground Cables		Significant Biodiversity		Play Equipment				
		Overground Cables				Lamp Column/s				
		Parking				Footpath/s				
		Other								

Ward: Weeley & Tendring

Estimated cost of Annual Maintenance: £150

Other information and opportunities: Local Noticeboard on the site, which may need to be relocated **Development Potential**

Proposed properties: 1 x Detached House



Housing Need

	Church View, Ardleigh – Ref A002G	Circle shows 100 metre radius around the site – image from Google Earth
Size	1180 m2	
Adjoining Uses (within 100m)	Residential, car park, church	
Planning designation	Within development boundary, within conservation area	and the life in the second secon
Current use	Green space	
Legal constraints	none	ChurchView
xlev use cientShelter	Car Park Little Court	
S.D.C	Car Park	

	Land Assessment Matrix									
	Key Yes No									
Ground		Known Right	Known Rights		/	Infrastructu	re	Background		
Grass		Right of way		Mature Trees		Waste bin		Anti-Social Behaviour		
Tarmac		Drainage		Maintained Planting		Dog Bin				
		Gas		Mature Hedgerow		Bench				
'aଙ୍କୁତ 96		Underground Cables		Significant Biodiversity		Play Equipment				
		Overground Cables				Lamp Column/s				
		Parking				Footpath/s				
		Other								

Ward: Ardleigh and Little Bromley

Estimated cost of Annual Maintenance: £570

Other information and opportunities: None noted

Development Potential

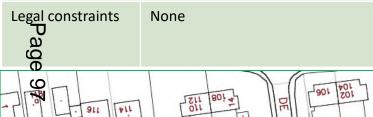
Proposed properties: 2 x Detached Houses



Housing Need

De Staunton Close, Alresford – Ref A1001H

Size	690 m2
Adjoining Uses (within 100m)	Housing
Planning designation	Within development boundary
Current use	Green space



HURCH









	Land Assessment Matrix									
	Key Yes No									
Ground		Known Rights		Biodiversity	,	Infrastructu	re	Background		
Grass		Right of way		Mature Trees		Waste bin		Anti-Social Behaviour		
Tarmac		Drainage		Maintained Planting		Dog Bin				
		Gas		Mature Hedgerow		Bench				
)a@e 98		Underground Cables		Significant Biodiversity		Play Equipment				
		Overground Cables				Lamp Column/s				
		Parking				Footpath/s				
		Other								

Ward: Alresford & Elmstead

Estimated cost of Annual Maintenance: £300

Other information and opportunities:

If housing development isn't possible here, further garages could be a possibility.

Development Potential

Proposed properties: 4 x Detached Houses



Housing Need

	Cloes Lane, Clacton – C003H
Size	300 m2
Adjoining Uses (within 100m)	Residential
Planning designation	Within development boundary
Current use	Large green verge
Legal constraints မရိ	Part of a larger Title for which there are restrictions, however none appear to relate to this piece of land







	Land Assessment Matrix									
						Key	Ye	s	No	
Ground	ł	Known Right	Known Rights		,	Infrastructu	re	e Backgroun		d
Grass		Right of way		Mature Trees		Waste bin	/aste bin Anti-So Behavio			
Tarmac		Drainage		Maintained Planting		Dog Bin				
		Gas		Mature Hedgerow		Bench				
³ age 100		Underground Cables		Significant Biodiversity		Play Equipment				
		Overground Cables				Lamp Column/s				
		Parking				Footpath/s				
		Other								

Ward: Cann Hall

Estimated cost of Annual Maintenance: £150

Other information and opportunities: Explore utilising the large green verge to the north of the site for parking and then incorporate the parking spaces to the west of the site into the development which could provide enough space for a modest apartment block.

Development Potential

Property properties: 2 x Semi-Detached Houses



Housing Need

As at the 1st May 2020 48% of Tendring's demand for housing was in Clacton, equating to 940 households.

l	and off Flatford Drive, Clacton – C005H	Circle shows 100 metre radius around the site – image from Google Earth
Size	1160m2	
Adjoining Uses (within 100m)	Wood, Residential, Waterworks	
Planning designation	Within Development Boundary	FITTER CONTRACTOR
Current use	Overgrown land	
Legal constraints တို့ မို့	None	Flatford Dr
	Mast (Telecommunication)	
	E Company of the second s	
	El Sub Sta	

	Land Assessment Matrix									
						Key	Ye	s	No	
Ground	I	Known Rights		Biodiversity	/	Infrastructu	ire	Background		nd
Grass		Right of way		Mature Trees		Waste bin	n Anti-Social Behaviour			
Tarmac		Drainage		Maintained Planting		Dog Bin				
		Gas		Mature Hedgerow		Bench				
Pager 102		Underground Cables		Significant Biodiversity		Play Equipment				
		Overground Cables				Lamp Column/s				
		Parking				Footpath/s				
		Other								

Ward: Cann Hall

Estimated cost of Annual Maintenance: £600

Other information and opportunities:

Enhancement /investment could be made to the neighbouring wood from the development. Additional access and parking created through reconfigured adjacent parking area.

Development Potential

Proposed properties: 6 x semi-detached houses & 1 detached house.



Housing Need

As at the 1st May 2020 48% of Tendring's demand for housing was in Clacton, equating to 940 households.

	Boxted Avenue, Clacton – C007H
Size	800m2
Adjoining Uses (within 100m)	Residential
Planning designation	Within Development Boundary
Current use	Former parking area
Legal constraints ပာ ပို့	Potential historic parking rights. Some unauthorised rear access gates.







	Land Assessment Matrix									
	Key Yes No									
Ground	I	Known Right	S	Biodiversity	,	Infrastructu	re	Background		d
Grass		Right of way		Mature Trees		Waste bin		Anti-S Behav		
Tarmac		Drainage		Maintained Planting		Dog Bin				
		Gas		Mature Hedgerow		Bench				
Pager 104		Underground Cables		Significant Biodiversity		Play Equipment				
		Overground Cables				Lamp Column/s				
		Parking				Footpath/s				
		Other								

Ward: Bluehouse

Estimated cost of Annual Maintenance: £1900

Other information and opportunities: Nothing noted.

Development Potential

Proposed properties: 2 x Semi-Detached Houses



Housing Need

As at the 1st May 2020 48% of Tendring's demand for housing was in Clacton, equating to 940 households.

	Groom Park, Clacton – C008H
Size	765m2
Adjoining Uses (within 100m)	Residential, Commercial, Main Road, Allotments, TDC Garages
Planning designation	Within Development Boundary
Current use	Unofficial parking
Legal constraints ည ထူ	Check any old parking rights.
	to 12 14 to 31 Wolter Court Sold is a sold in the sold in the sold is a sold in the sold in the sold is a sold in the sold in the sold in the sold is a sold in the





Land Assessment Matrix									
				Кеу			Yes No		
Ground		Known Rights		Biodiversity		Infrastructure		Background	
Grass		Right of way		Mature Trees		Waste bin		Anti-Social Behaviour	
Tarmac		Drainage		Maintained Planting		Dog Bin			
		Gas		Mature Hedgerow		Bench			
Page 106		Underground Cables		Significant Biodiversity		Play Equipment			
		Overground Cables				Lamp Column/s			
		Parking				Footpath/s			
		Other							

Ward: Coppins

Estimated cost of Annual Maintenance: £1,900

Other information and opportunities:

If residential properties are unachievable here, it could be possible to create additional TDC garages.

Development Potential

Proposed properties: 4 x Semi-Detached Houses



Housing Need

As at the 1st May 2020 48% of Tendring's demand for housing was in Clacton, equating to 940 households.

	Old road, Clacton – Ref C010H	Circle shows 100 metre radius around the site – image from Google Earth
Size	680m2	Itonworks Gym Clacton
Adjoining Uses (within 100m)	Residential, Industrial, Playing Field, Allotments	
Planning designation	Within Development Boundary	
Current use	Communal Garden Area in addition to private gardens	
Legal constraints	None	Lets Pass Driving School
Allotment Gordens		
Factory		
	UNNOMILL PARK	

l Pa

and the

L. MA

Land Assessment Matrix									
				Key			Ye	s	No
Ground		Known Rights		Biodiversity		Infrastructure		Background	
Grass		Right of way		Mature Trees		Waste bin		Anti-Social Behaviour	
Tarmac		Drainage		Maintained Planting		Dog Bin			
		Gas		Mature Hedgerow		Bench			
Page 108		Underground Cables		Significant Biodiversity		Play Equipment			
		Overground Cables				Lamp Column/s			
		Parking				Footpath/s			
		Other							

Ward: St James

Estimated cost of Annual Maintenance: £400

Other information and opportunities: Will require current parking arrangements to be reconfigured.

Development Potential

Proposed properties: 2 x Semi-Detached Bungalows



Housing Need

As at the 1st May 2020 48% of Tendring's demand for housing was in Clacton, equating to 940 households.

	Havering Close, Clacton – Ref C012G	Circle shows 100 metre radius around the site – image from Google Earth
Size	900 m2	
Adjoining Uses (within 100m)	Residential	
Planning designation	Within development boundary	Havering'GL
Current use	Green space	
Legal constraints	Unauthorised back gate access.	
109		
LE	HAVERING CLOSE 	
N ROAD		

	Land Assessment Matrix								
						Key	Ye	s No	
Ground	I	Known Right	S	Biodiversity	Biodiversity		re	Background	
Grass		Right of way		Mature Trees		Waste bin		Anti-Social Behaviour	
Tarmac		Drainage		Maintained Planting		Dog Bin			
Concrete		Gas		Mature Hedgerow		Bench			
age 110		Underground Cables		Significant Biodiversity		Play Equipment			
		Overground Cables				Lamp Column/s			
		Parking				Footpath/s			
		Other							

Ward: Burrsville

Estimated cost of Annual Maintenance: £1,100

Other information and opportunities: Nothing noted

Development Potential

Proposed properties: 3 x Terrace of Bungalows



Housing Need

	Gorse Lane, Clacton – Ref C013G
Size	410m2
Adjoining Uses (within 100m)	Residential, Commercial, Industrial, Open Space, Flood Park
Planning designation	Within development boundary
Current use	Green Verge
Legal constraints	None
	Brunel Copyst





	Land Assessment Matrix								
						Key	Ye	s No	
Ground		Known Right	S	Biodiversity	Biodiversity		re	Background	
Grass		Right of way		Mature Trees		Waste bin		Anti-Social Behaviour	
Tarmac		Drainage		Maintained Planting		Dog Bin			
Concrete P 20		Gas		Mature Hedgerow		Bench			
ag∉ 112		Underground Cables		Significant Biodiversity		Play Equipment			
		Overground Cables				Lamp Column/s			
		Parking				Footpath/s			
		Other							

Ward: Burrsville

Estimated cost of Annual Maintenance: £250

Other information and opportunities:

Open space to the north of this plot could be enhanced to add to the trees already there and create a small wood to benefit local residents.

Development Potential

Proposed properties: 1 x Detached House



Housing Need

London Road, Whispering Trees, Clacton – Ref C018G

Size	960m2
Adjoining Uses (within 100m)	Residential, farmland, caravan park
Planning designation	Outside development boundary, strategic green gap
Current use	Overgrown land
Legal constraints စ ပို့	None
Page 113	Anispering Trees LB J2g- Trees LB J2g- Trees LB J2g- Trees LB J2g- LB J2g- LB J2g- LB LB J2g- LB J2g- LB LB J2g- LB LB LB LB LB LB LB LB LB LB LB LB LB



	Land Assessment Matrix								
						Key	Ye	s No	
Ground	I	Known Right	S	Biodiversity	Biodiversity		re	Background	
Grass		Right of way		Mature Trees		Waste bin		Anti-Social Behaviour	
Tarmac		Drainage		Maintained Planting		Dog Bin			
		Gas		Mature Hedgerow		Bench			
Page 114		Underground Cables		Significant Biodiversity		Play Equipment			
		Overground Cables				Lamp Column/s			
		Parking				Footpath/s			
		Other							

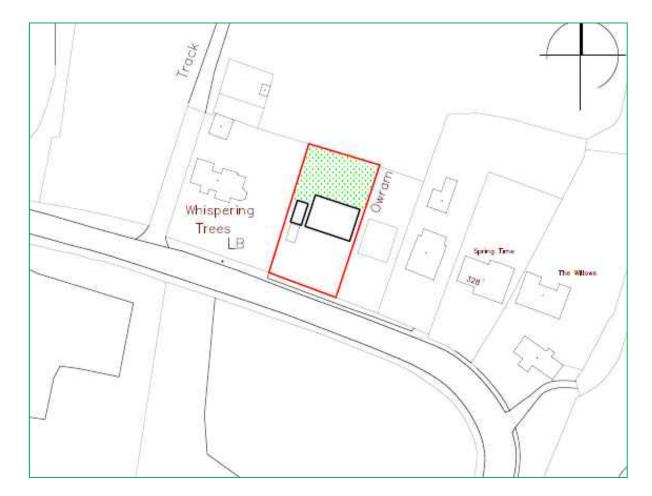
Ward: Burrsville

Estimated cost of Annual Maintenance: NA

Other information and opportunities: Nothing noted.

Development Potential

Proposed properties: 1 x Detached House



Housing Need

	Lodge Close, Clacton – Ref C019AG	Circle shows 100 metre radius around the site – image from Google Earth
Size	370 m2	
Adjoining Uses (within 100m)	Residential, public open space	
Planning designation	Within development boundary	Copputs Re-
Current use	Green space	Coppins Rd
Legal constraints	None	
e 115		
	Bolt Boot I I I I I I I I I I I I I I I I I I	
A Start A Star		
	COPPINS ROAD +	
	All Bill II Court PH &	

<u>-</u>

	Land Assessment Matrix								
						Key	Ye	s No	
Ground		Known Rights	S	Biodiversity	Biodiversity		re	Background	
Grass		Right of way		Mature Trees		Waste bin		Anti-Social Behaviour	
Tarmac		Drainage		Maintained Planting		Dog Bin			
Concrete P မွှ		Gas		Mature Hedgerow		Bench			
ag∉ 116		Underground Cables		Significant Biodiversity		Play Equipment			
		Overground Cables				Lamp Column/s			
		Parking				Footpath/s			
		Other							

Ward: Coppins

Estimated cost of Annual Maintenance: £400

Other information and opportunities: Nothing noted.

Development Potential

Proposed properties: 1 x Detached House



Housing Need

	Lodge Close, Clacton – Ref C019BG
Size	185 m2
Adjoining Uses (within 100m)	Residential, Public open space
Planning designation	Within development boundary
Current use	Green space
Legal constraints စ	None
Page M7	And Color COPOINTS ROAD COPOINTS R





	Land Assessment Matrix								
						Key	Ye	s No	
Ground	I	Known Right	S	Biodiversity	Biodiversity		re	Background	
Grass		Right of way		Mature Trees		Waste bin		Anti-Social Behaviour	
Tarmac		Drainage		Maintained Planting		Dog Bin			
		Gas		Mature Hedgerow		Bench			
ag∉r oti 0		Underground Cables		Significant Biodiversity		Play Equipment			
		Overground Cables				Lamp Column/s			
		Parking				Footpath/s			
		Other							

Ward: Coppins

Estimated cost of Annual Maintenance: £200

Other information and opportunities: Nothing noted

Development Potential

Proposed properties: 1 x Detached House



Housing Need

	Windmill Park, Clacton – Ref C020G	Circle shows 100 metre r
Size	450 m2	Windmi
Adjoining Uses (within 100m)	Residential, industrial, retail	
Planning designation	Within development boundary	
Current use	Overgrown land	
Legal constraints ပြ ပြ မ	None	
en la construction de la constru		
		R A C





	Land Assessment Matrix								
						Key	Ye	s No	
Ground		Known Right	s	Biodiversity	Biodiversity		re	Background	
Grass		Right of way		Mature Trees		Waste bin		Anti-Social Behaviour	
Tarmac		Drainage		Maintained Planting		Dog Bin			
		Gas		Mature Hedgerow		Bench			
Page 120		Underground Cables		Significant Biodiversity		Play Equipment			
		Overground Cables				Lamp Column/s			
		Parking				Footpath/s			
		Other							

Ward: St Johns

Estimated cost of Annual Maintenance: £1,200

Other information and opportunities:

Vehicular access will be shared with / adjacent to the pedestrian footpath to the adjacent supermarket.

Development Potential

Proposed properties: 2 x Semi-Detached Houses



Housing Need

	Thorpe Road, Clacton – Ref C021G
Size	1240m2
Adjoining Uses (within 100m)	Residential
Planning designation	Within development boundary
Current use	Green Space
Legal constraints	Unauthorised rear gate access from neighbouring property.







	Land Assessment Matrix							
						Key	Ye	s No
Ground		Known Rights	S	Biodiversity		Infrastructu	re	Background
Grass		Right of way		Mature Trees		Waste bin		Anti-Social Behaviour
Tarmac		Drainage		Maintained Planting		Dog Bin		
		Gas		Mature Hedgerow		Bench		
Page 122		Underground Cables		Significant Biodiversity		Play Equipment		
		Overground Cables				Lamp Column/s		
		Parking				Footpath/s		
		Other						

Ward: Burrsville

Estimated cost of Annual Maintenance: £650

Other information and opportunities: Nothing noted

Development Potential

Proposed properties: 4 x Detached Bungalows



Housing Need

	Berkeley Road, Clacton – Ref C022G
Size	240m2
Adjoining Uses (within 100m)	Residential, retail
Planning designation	Within development boundary
Current use	Green space
Legal constraints စာ ပို့ရ	None
Page 123	
Not in the second secon	WINCHALL FARK





	Land Assessment Matrix								
	Key Yes No								
Ground		Known Right	S	Biodiversity		Infrastructu	re	Background	
Grass		Right of way		Mature Trees		Waste bin		Anti-Social Behaviour	
Tarmac		Drainage		Maintained Planting		Dog Bin			
Concrete		Gas		Mature Hedgerow		Bench			
₁g ∰ 124		Underground Cables		Significant Biodiversity		Play Equipment			
		Overground Cables				Lamp Column/s			
		Parking				Footpath/s			
		Other							

Ward: St Johns

Estimated cost of Annual Maintenance: £100

Other information and opportunities: Nothing noted

Development Potential

Proposed properties: 1 Detached House



Housing Need

70	Farmleigh Avenue, Clacton – Ref C023G
Size	400m2
Adjoining Uses (within 100m)	Residential, caravan park
Planning designation	Within development boundary
Current use	Green space
Legal constraints ပာ ပို့	Active public open space covenant
Page 125	

\$ 11







	Land Assessment Matrix								
						Key	Ye	s No	
Ground	I	Known Rights	5	Biodiversity	/	Infrastructu	ire	Background	k
Grass		Right of way		Mature Trees		Waste bin		Anti-Social Behaviour	
Tarmac		Drainage		Maintained Planting		Dog Bin			
		Gas		Mature Hedgerow		Bench			
Page 126		Underground Cables		Significant Biodiversity		Play Equipment			
		Overground Cables				Lamp Column/s			
		Parking				Footpath/s			
		Other							

Ward: Burrsville

Estimated cost of Annual Maintenance: £200

Other information and opportunities: Nothing noted

Development Potential

Proposed properties: 1 x Detached House

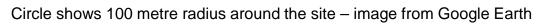


Housing Need

Huntingdon Way, Clacton – Ref C026G
1000m2

Size

Adjoining Uses (within 100m)	Residential, public open space
Planning designation	Within development boundary
Current use	Green space
Legal constraints ပာ ထို	Active public open space covenant. A number of unauthorised back access gates.











	Land Assessment Matrix								
	Key Yes No								
Ground	l	Known Right	S	Biodiversity		Infrastructure		Background	
Grass		Right of way		Mature Trees		Waste bin		Anti-Social Behaviour	
Tarmac		Drainage		Maintained Planting		Dog Bin			
Concrete P 20		Gas		Mature Hedgerow		Bench			
ag∉ 128		Underground Cables		Significant Biodiversity		Play Equipment			
		Overground Cables				Lamp Column/s			
		Parking				Footpath/s			
		Other							

Ward: St Johns

Estimated cost of Annual Maintenance: £500

Other information and opportunities: Nothing noted

Development Potential

Proposed properties: 1 x Detached House



Housing Need

	Redbridge Road, Clacton – Ref C027G
Size	860m2
Adjoining Uses (within 100m)	Residential
Planning designation	Within development boundary
Current use	Green space
Legal constraints	Agreement with a third party needed to form a proper access
129 129 11 11 11 11 11 11 11 11 11 1	







	Land Assessment Matrix								
						Key	Ye	s No	
Ground		Known Right	5	Biodiversity	,	Infrastructu	re	Background	
Grass		Right of way		Mature Trees		Waste bin		Anti-Social Behaviour	
Tarmac		Drainage		Maintained Planting		Dog Bin			
		Gas		Mature Hedgerow		Bench			
Pager 130		Underground Cables		Significant Biodiversity		Play Equipment			
		Overground Cables				Lamp Column/s			
		Parking				Footpath/s			
		Other							

Ward: Burrsville

Estimated cost of Annual Maintenance: £2,400

Other information and opportunities: Vehicular access will need to be regularised.

Development Potential

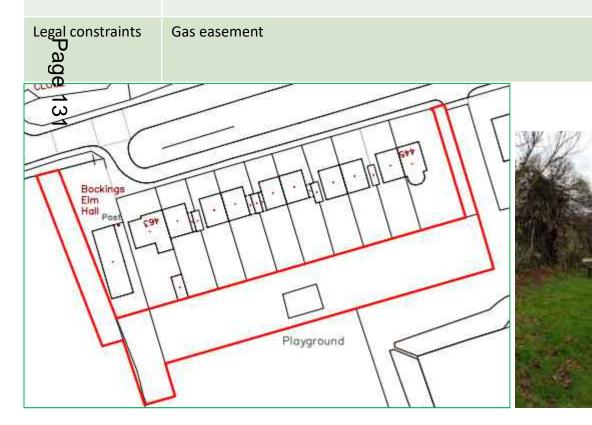
Proposed properties: 3 x Terrace of Bungalows



Housing Need

Land Rear Of St Johns Road, Clacton – Ref C028H

Size	1160m2
Adjoining Uses (within 100m)	Residential, wood, waterworks, community hall
Planning designation	Within development boundary, housing allocation land
Current use	Green space, play area







	Land Assessment Matrix								
						Key	Ye	s	No
Ground	I	Known Right	S	Biodiversity	/	Infrastructu	re	Back	ground
Grass		Right of way		Mature Trees		Waste bin		Anti-So Behavi	
Tarmac		Drainage		Maintained Planting		Dog Bin			
Concrete P ag		Gas		Mature Hedgerow		Bench			
₁g∉ 132		Underground Cables		Significant Biodiversity		Play Equipment			
		Overground Cables				Lamp Column/s			
		Parking				Footpath/s			
		Other							

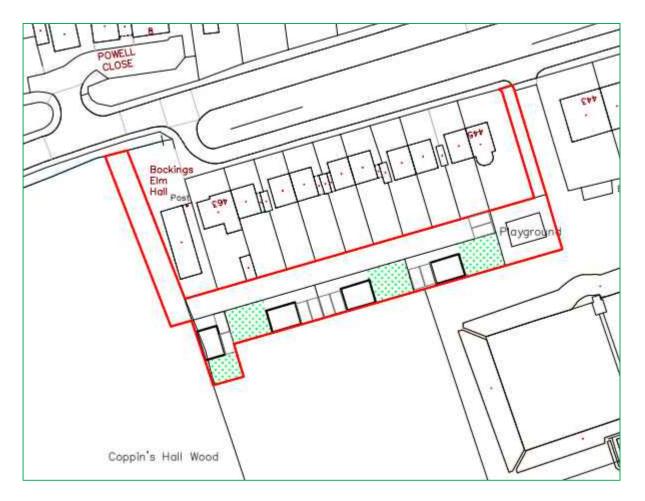
Ward: Bluehouse

Estimated cost of Annual Maintenance: £5,000

Other information and opportunities: Access options to the site will need to be explored.

Development Potential

Proposed properties:



Housing Need

rom Google Earth

	Land Assessment Matrix								
						Key	Ye	1 a	No
Ground		Known Right	s	Biodiversity	/	Infrastructu	ire	Backg	round
Grass		Right of way		Mature Trees		Waste bin		Anti-Soc Behavio	
Tarmac		Drainage		Maintained Planting		Dog Bin			
		Gas		Mature Hedgerow		Bench			
Page 134		Underground Cables		Significant Biodiversity		Play Equipment			
		Overground Cables				Lamp Column/s			
		Parking				Footpath/s			
		Other							

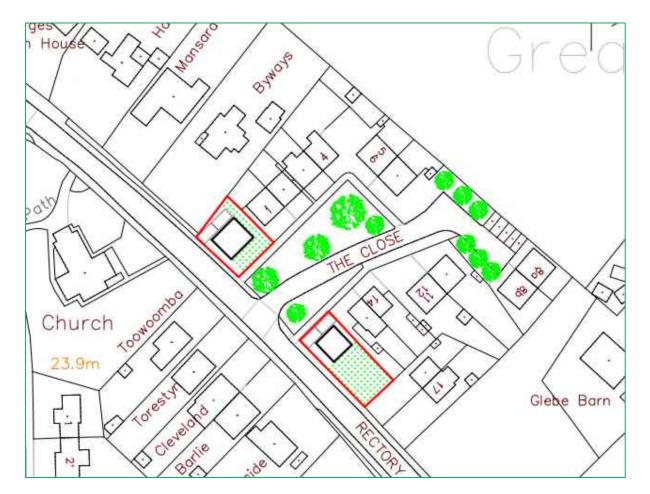
Ward: Thorpe Beaumont and Great Holland

Estimated cost of Annual Maintenance: £700

Other information and opportunities: Nothing noted.

Development Potential

Proposed properties: 2 x Detached Houses



Housing Need

As at the 1st May 2020 12% of Tendring's demand for housing was in Frinton, Walton and The Kirbys, equating to 235 households.

	Clayton Road, Harwich – Ref H001AH	Circle shows 100 metre radius around the site – image from Google Earth
Size	280m2	and the second s
Adjoining Uses (within 100m)	Residential, bowls club, public open space, Electricity Sub-station	
Planning designation	Within development boundary	
Current use	Green space	
Legal constraints စာ ပို့ထု	None	
	31 El Sub Sa 26 Siz 28 24 Siz 28	<image/>

	Land Assessment Matrix								
						Key	Yes	s No	
Ground		Known Right	s Biodiversity		,	Infrastructu	re	Background	
Grass		Right of way		Mature Trees		Waste bin		Anti-Social Behaviour	
Tarmac		Drainage		Maintained Planting		Dog Bin			
		Gas		Mature Hedgerow		Bench			
Page 136		Underground Cables		Significant Biodiversity		Play Equipment			
		Overground Cables				Lamp Column/s			
		Parking				Footpath/s			
		Other							

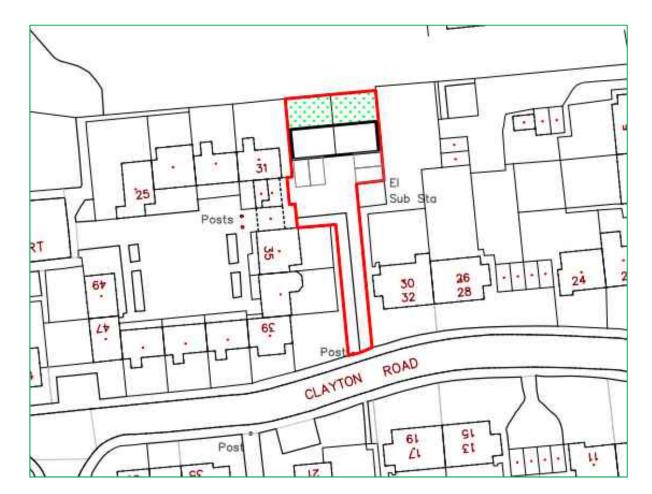
Ward: Stour Valley

Estimated cost of Annual Maintenance: £200

Other information and opportunities: Access to the site will need to be reconfigured.

Development Potential

Proposed properties: 2 x Semi-Detached Houses



Housing Need

	Clayton Road, Harwich – Ref H001BH
Size	120m2
Adjoining Uses (within 100m)	Residential, public open space, play area
Planning designation	Within development boundary
Current use	Green space
Legal constraints မာ ပို့မှ	None





	Land Assessment Matrix							
						Key	Ye	s No
Ground		Known Right	5	Biodiversity	,	Infrastructu	re	Background
Grass		Right of way		Mature Trees		Waste bin		Anti-Social Behaviour
Tarmac		Drainage		Maintained Planting		Dog Bin		
Concrete		Gas		Mature Hedgerow		Bench		
138 0년 138		Underground Cables		Significant Biodiversity		Play Equipment		
		Overground Cables				Lamp Column/s		
		Parking				Footpath/s		
		Other						

Ward: Stour Valley

Estimated cost of Annual Maintenance: £100

Other information and opportunities:

The property next door is a Council property which gives options to build on to it.

Development Potential

Proposed properties: 1 x House



Housing Need

	Clayton Road, Harwich – Ref H001CH	Circle shows 100 metre radius around the site – image from Google Earth
Size	240m2	
Adjoining Uses (within 100m)	Residential, Bowls club, industrial	
Planning designation	Within development boundary	
Current use	Green space	
Legal constraints သ ပြု	None	Clayton Rd
		<image/>

	Land Assessment Matrix							
						Key	Ye	s No
Ground	ł	Known Right	s	Biodiversity	,	Infrastructu	re	Background
Grass		Right of way		Mature Trees		Waste bin		Anti-Social Behaviour
Tarmac		Drainage		Maintained Planting		Dog Bin		
		Gas		Mature Hedgerow		Bench		
ager 140		Underground Cables		Significant Biodiversity		Play Equipment		
		Overground Cables				Lamp Column/s		
		Parking				Footpath/s		
		Other						

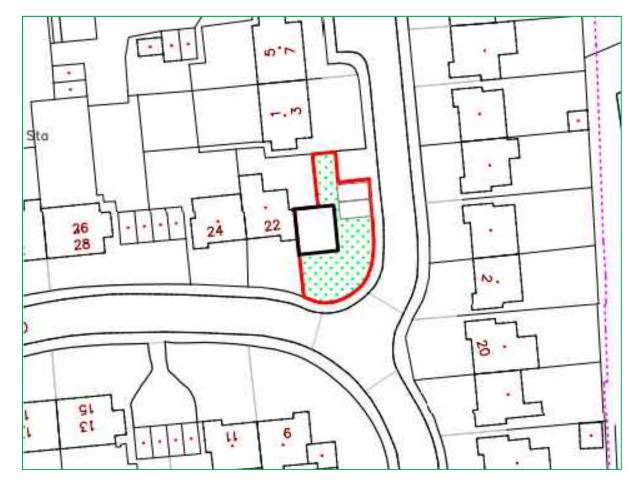
Ward: Stour Valley

Estimated cost of Annual Maintenance: £150

Other information and opportunities: Nothing noted

Development Potential

Proposed properties: 1 x Detached House



Housing Need

	Allfields, Harwich – Ref H002AH	l	Circle shows 100 metre radius around the site – image from Google Earth
Size	230m2		
Adjoining Uses (within 100m)	Residential, public open space, fire station, school		
Planning designation	Within development boundary		
Current use	Green space		
Legal constraints မာ ပို့ဓ	None		
141	FB FB FF		
	Path (um) GG Practice Tower Station		
Con Curro			

	Land Assessment Matrix							
						Key	Ye	s No
Ground		Known Rights	S	Biodiversity	/	Infrastructu	re	Background
Grass		Right of way		Mature Trees		Waste bin		Anti-Social Behaviour
Tarmac		Drainage		Maintained Planting		Dog Bin		
Concrete P ည		Gas		Mature Hedgerow		Bench		
ag∉ 142 0t 142		Underground Cables		Significant Biodiversity		Play Equipment		
		Overground Cables				Lamp Column/s		
		Parking				Footpath/s		
		Other						

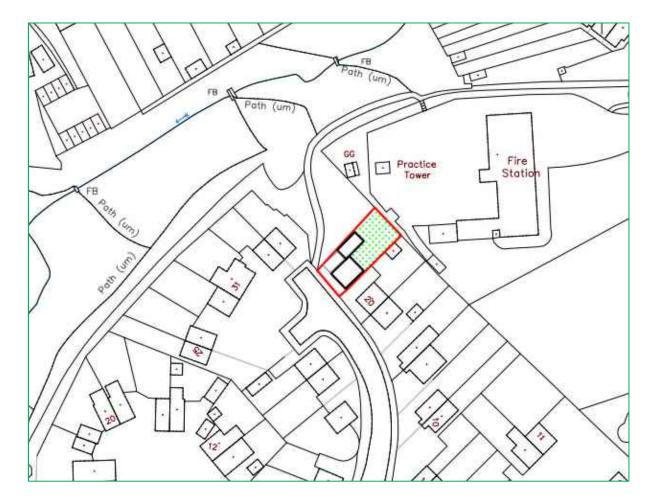
Ward: Dovercourt All Saints

Estimated cost of Annual Maintenance: £150

Other information and opportunities: Nothing noted.

Development Potential

Proposed properties: 1 x Detached House



Housing Need

	Abbott Road, Harwich – Ref H003H
Size	1600m2
Adjoining Uses (within 100m)	Residential, public open space
Planning designation	Within development boundary
Current use	Green space
Legal constraints ပြ ပြ	None





Land Assessment Matrix								
					Key	Ye	s No	
Ground		Known Rights		Biodiversity		Infrastructure		Background
Grass		Right of way		Mature Trees		Waste bin		Anti-Social Behaviour
Tarmac		Drainage		Maintained Planting		Dog Bin		
		Gas		Mature Hedgerow		Bench		
Page 144		Underground Cables		Significant Biodiversity		Play Equipment		
		Overground Cables				Lamp Column/s		
		Parking				Footpath/s		
		Other						

Ward: Dovercourt All Saints

Estimated cost of Annual Maintenance: £1000

Other information and opportunities: Current parking and access rights will need to be reconfigured.

Development Potential

Proposed properties: 6 x Mix of Terraced and Semi-Detached Houses



Housing Need

	Fronks Road, Harwich – Ref H004H
Size	220m2
Adjoining Uses (within 100m)	Residential, gas governor, public open space
Planning designation	Within development boundary
Current use	Green verge
Legal constraints ပြ ပြ	None
ge .	Hillside : Hillside : 25
The second secon	
	Provers Royo





	Land Assessment Matrix									
						Key	Ye	s No		
Ground	I	Known Rights	S	Biodiversity	Biodiversity		re	Background		
Grass		Right of way		Mature Trees		Waste bin		Anti-Social Behaviour		
Tarmac		Drainage		Maintained Planting		Dog Bin				
		Gas		Mature Hedgerow		Bench				
Page 146		Underground Cables		Significant Biodiversity		Play Equipment				
		Overground Cables				Lamp Column/s				
		Parking				Footpath/s				
		Other								

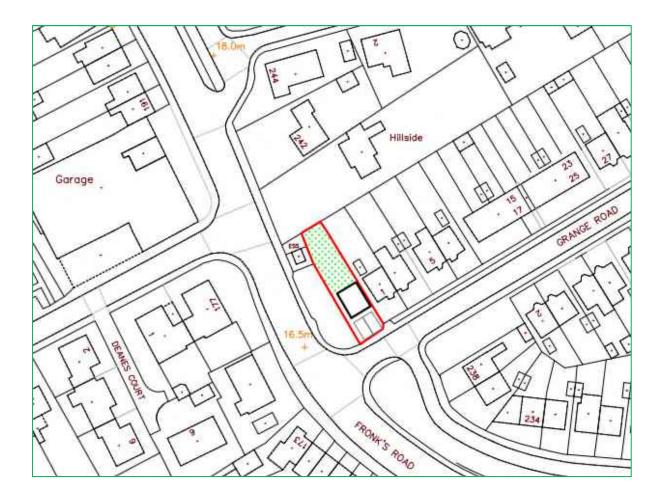
Wards: Dovercourt All Saints

Estimated cost of Annual Maintenance: £150

Other information and opportunities: Nothing noted

Development Potential

Proposed properties: 1 x Detached House



Housing Need

Old Vicarage Road, Harwich – Ref H005H

Size	180m2
Adjoining Uses (within 100m)	Housing, allotments
Planning designation	Within development boundary
Current use	Green verge
Legal constraints သ ပို့	None
	Hanover 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1
	F



	Land Assessment Matrix								
						Key	Ye	s No	
Ground	I	Known Right	S	Biodiversity	,	Infrastructu	re	Background	
Grass		Right of way		Mature Trees		Waste bin		Anti-Social Behaviour	
Tarmac		Drainage		Maintained Planting		Dog Bin			
		Gas		Mature Hedgerow		Bench			
Pager 148		Underground Cables		Significant Biodiversity		Play Equipment			
		Overground Cables				Lamp Column/s			
		Parking				Footpath/s			
		Other							

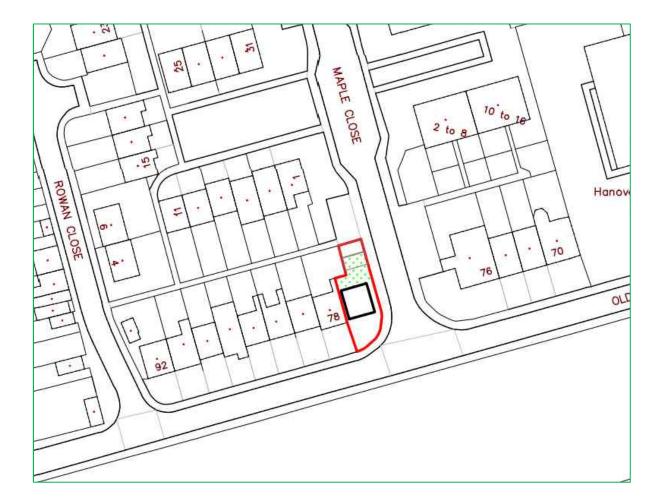
Ward: Dovercourt Bay

Estimated cost of Annual Maintenance: £50

Other information and opportunities: Nothing noted

Development Potential

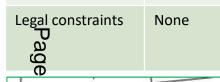
Proposed properties: 1 x Detached House

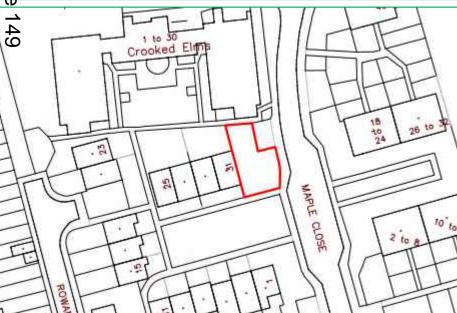


Housing Need

	Maple Close, Harwich – Ref H006AH
Size	100m2
Adjoining Uses (within 100m)	Housing, allotments
Planning designation	Within development boundary

Current use Green verge









	Land Assessment Matrix									
						Key	Ye	s	No	
Ground		Known Rights	S	Biodiversity	/	Infrastructu	ire	Bac	kground	
Grass		Right of way		Mature Trees		Waste bin		Anti-S Behav		
Tarmac		Drainage		Maintained Planting		Dog Bin				
		Gas		Mature Hedgerow		Bench				
ਮg ∰ 150		Underground Cables		Significant Biodiversity		Play Equipment				
		Overground Cables				Lamp Column/s				
		Parking				Footpath/s				
		Other								

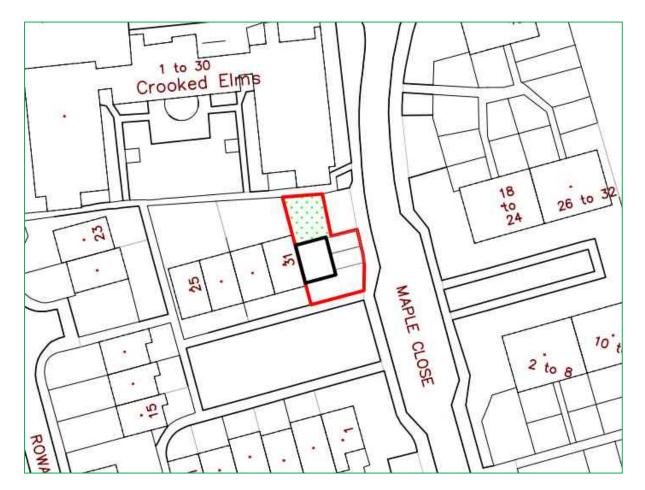
Ward: Dovercourt Bay

Estimated cost of Annual Maintenance: £50

Other information and opportunities: Nothing noted

Development Potential

Proposed properties: 1 x House



Housing Need

	Maple Close, Harwich – Ref H006BH	Circle shows 100 metre radius around th
Size	160 m2	
Adjoining Uses (within 100m)	Residential, allotment	
Planning designation	Within development boundary	
Current use	Green verge	
Legal constraints မာ ကို	None	
	18 26 to 32	
	AP 24	
	$\begin{array}{c} m \\ 2 \\ 0 \\ m \\ m$	

the site – image from Google Earth





	Land Assessment Matrix									
						Key	Ye	s	No	
Ground	l	Known Rights	S	Biodiversity	/	Infrastructure		Background		
Grass		Right of way		Mature Trees		Waste bin		Anti-So Behav		
Tarmac		Drainage		Maintained Planting		Dog Bin				
		Gas		Mature Hedgerow		Bench				
ag∉ 152		Underground Cables		Significant Biodiversity		Play Equipment				
		Overground Cables				Lamp Column/s				
		Parking				Footpath/s				
		Other								

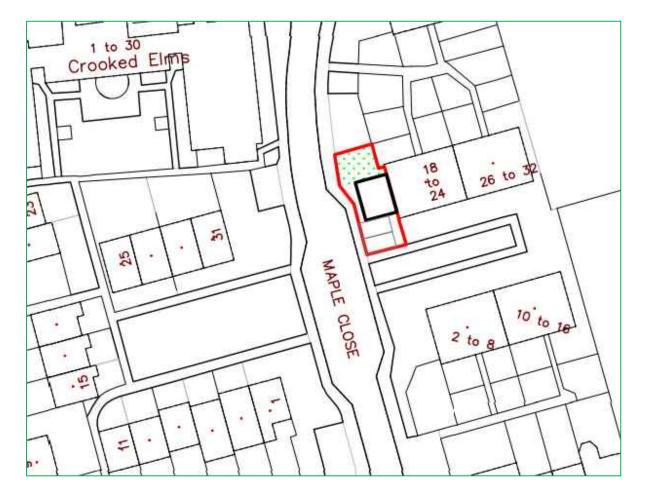
Ward: Dovercourt Bay

Estimated cost of Annual Maintenance: £50

Other information and opportunities: Nothing noted

Development Potential

Proposed properties: 1 x House



Housing Need

	Maple Close, Harwich – Ref H006CH	Circle
Size	250m2	
Adjoining Uses (within 100m)	Residential, car park, electricity sub station, primary school	
Planning designation	Within development boundary	
Current use	Green space, footpath	
Legal constraints ပို့ ပို့	None	
	Image: Construction of the second	





	Land Assessment Matrix								
						Key	Ye	s No	
Ground Known Righ		Known Right	Known Rights		Biodiversity		re	Background	
Grass		Right of way		Mature Trees		Waste bin		Anti-Social Behaviour	
Tarmac		Drainage		Maintained Planting		Dog Bin			
		Gas		Mature Hedgerow		Bench			
ager Other 154		Underground Cables		Significant Biodiversity		Play Equipment			
		Overground Cables				Lamp Column/s			
		Parking				Footpath/s			
		Other							

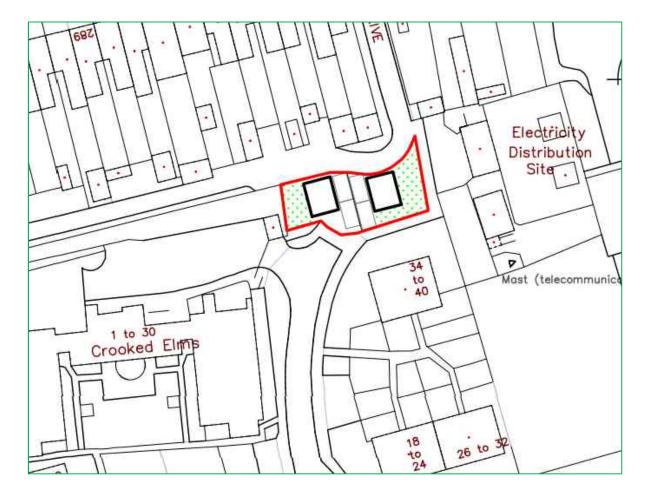
Ward: Dovercourt Bay

Estimated cost of Annual Maintenance: £150

Other information and opportunities: Current footpath will need to be redirected.

Development Potential

Proposed properties: 2 x Detached Houses



Housing Need

	Fryatt Avenue, Harwich – Ref H007H	Circ
Size	2,131.3 m2	
Adjoining Uses (within 100m)	Residential, public open space, playing field	
Planning designation	Within development boundary	
Current use	Green verge	2
Legal constraints မာ ပြာ	None	
	FRYATT AVENUE	
	THE COME THE COME	





	Land Assessment Matrix								
						Key	Ye	s No	
Ground		Known Right	S	Biodiversity		Infrastructu	re	Background	
Grass		Right of way		Mature Trees		Waste bin		Anti-Social Behaviour	
Tarmac		Drainage		Maintained Planting		Dog Bin			
		Gas		Mature Hedgerow		Bench			
Page 156		Underground Cables		Significant Biodiversity		Play Equipment			
		Overground Cables				Lamp Column/s			
		Parking				Footpath/s			
		Other							

Ward: Dovercourt Vines and Parkeston

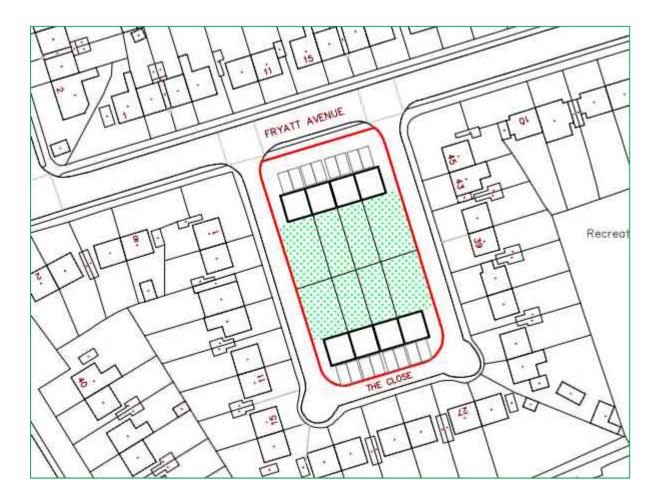
Estimated cost of Annual Maintenance: £125

Other information and opportunities:

Unauthorised parking on the green, which will need to be addressed.

Development Potential

Proposed properties: 8 x Terraced Properties



Housing Need

	Milton Road, Harwich – Ref H009H	Circle shows 100 metre radius around the site – image from Google Earth
Size	870 m2	
Adjoining Uses (within 100m)	Residential, retail, church	
Planning designation	Within development area, within town centre, within priority area for regeneration	
Current use	Car park	Millon Rd.
Legal constraints ပို့ မို့	None	
278 728 224 225 278 26 26 20 10 10 10 10 10 10 10 10 10 10 10 10 10		
1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	BIGSUN ROND ALCSUN ROND Car Park 	
ag Bibnk		

	Land Assessment Matrix							
						Key	Ye	s No
Ground	l	Known Right	s	Biodiversity	/	Infrastructure		Background
Grass		Right of way		Mature Trees		Waste bin		Anti-Social Behaviour
Tarmac		Drainage		Maintained Planting		Dog Bin		
		Gas		Mature Hedgerow		Bench		
Page 158		Underground Cables		Significant Biodiversity		Play Equipment		
		Overground Cables				Lamp Column/s		
		Parking				Footpath/s		
		Other						

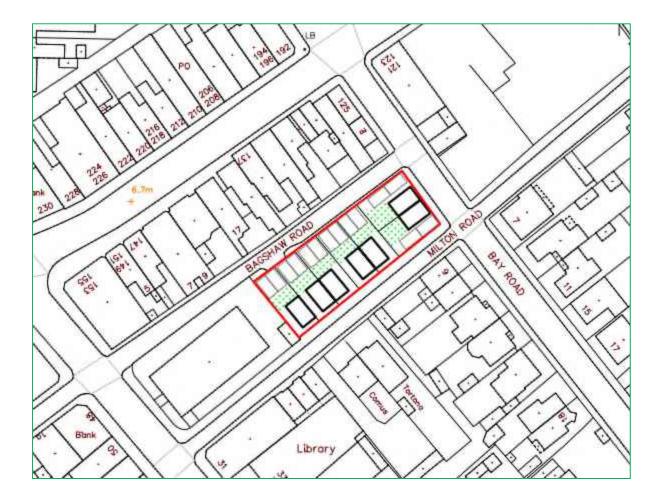
Ward: Harwich and Kingsway

Estimated cost of Annual Maintenance: £3,000

Other information and opportunities: An apartment block here could be an alternative potential development.

Development Potential

Proposed properties: 6 x Semi-Detached Houses 1 x Detached House



Housing Need

	Grange Road, Harwich – Ref H012H	Circle shows 100 metre radius around the site – image from Google Earth
Size	235m2	
Adjoining Uses (within 100m)	Residential, public open space	Grange Rd
Planning designation	Within development boundary	
Current use	Green verge	
Legal constraints ပြာ ပြာ	None	
e 159	HIST FILL ROAD	

	Land Assessment Matrix								
	Key Yes								
Ground		Known Rights	S	Biodiversity	/	Infrastructu	re	Background	
Grass		Right of way		Mature Trees		Waste bin		Anti-Social Behaviour	
Tarmac		Drainage		Maintained Planting		Dog Bin			
Concrete		Gas		Mature Hedgerow		Bench			
ag∉ 160 0t		Underground Cables		Significant Biodiversity		Play Equipment			
		Overground Cables				Lamp Column/s			
		Parking				Footpath/s			
		Other							

Ward: Dovercourt All Saints

Estimated cost of Annual Maintenance: £75

Other information and opportunities: Nothing noted.

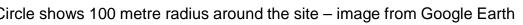
Development Potential

Proposed properties: 1 x Detached House



Housing Need

	Chevy Court, Harwich – Ref H013H	Circle shows 100 metre radi
Size	850m2	
Adjoining Uses (within 100m)	Residential, farmland, bowls club	
Planning designation	Within development boundary	
Current use	Green space	
Legal constraints မရှိ	Active public open space covenant	
161		
	CHEVY COURT	
	Post Post	







	Land Assessment Matrix								
						Key	Ye	s No	
Ground	I	Known Right	S	Biodiversity	,	Infrastructure		Background	
Grass		Right of way		Mature Trees		Waste bin		Anti-Social Behaviour	
Tarmac		Drainage		Maintained Planting		Dog Bin			
		Gas		Mature Hedgerow		Bench			
₁g∰ 162		Underground Cables		Significant Biodiversity		Play Equipment			
		Overground Cables				Lamp Column/s			
		Parking				Footpath/s			
		Other							

Ward: Stour Valley

Estimated cost of Annual Maintenance: £375

Other information and opportunities:

Part of the site is not currently owned by TDC, if no agreement can be reached over the other part of the site, the proposed development would be reduced to 4 houses.

Development Potential

Proposed properties: 6 x Terrace of Houses

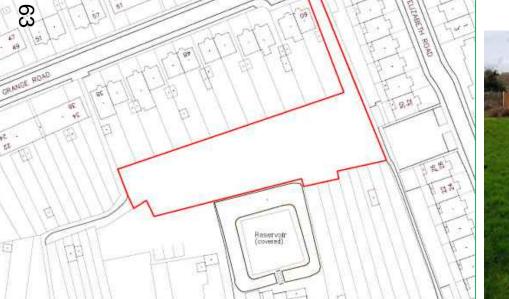


Housing Need

Ro Grange Road, I	Harwich – Ref H014H
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Size	2250m2
Adjoining Uses (within 100m)	Residential, water reservoir
Planning designation	Within development boundary
Current use	Green space









	Land Assessment Matrix							
	Key Yes No							
Ground		Known Right	S	Biodiversity	/	Infrastructure		Background
Grass		Right of way		Mature Trees		Waste bin		Anti-Social Behaviour
Tarmac		Drainage		Maintained Planting		Dog Bin		
		Gas		Mature Hedgerow		Bench		
Page 164		Underground Cables		Significant Biodiversity		Play Equipment		
		Overground Cables				Lamp Column/s		
		Parking				Footpath/s		
		Other						

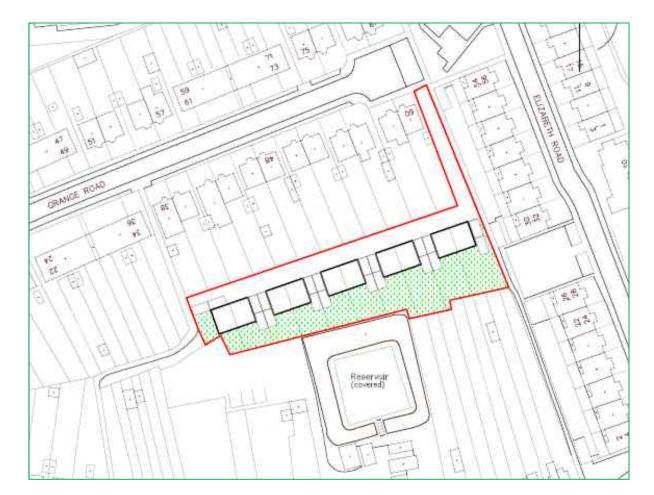
Ward: Dovercourt All Saints

Estimated cost of Annual Maintenance: £1300

Other information and opportunities: Vehicular access to the site may prove complicated.

Development Potential

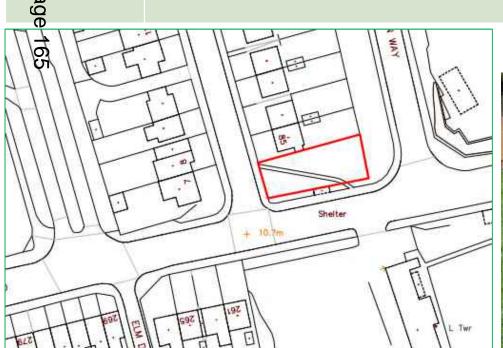
Proposed properties: 10 x Semi-Detached Houses



Housing Need

King George Avenue,	Harwich – Ref H015H
---------------------	---------------------

Size	320m2
Adjoining Uses (within 100m)	Residential, school, retail, public open space, football club, car park
Planning designation	Within development boundary
Current use	Green verge
Legal constraints ص	Need to redirect a footpath







	Land Assessment Matrix								
	Key Yes No								
Ground	I	Known Right	5	Biodiversity	/	Infrastructu	re	Background	
Grass		Right of way		Mature Trees		Waste bin		Anti-Social Behaviour	
Tarmac		Drainage		Maintained Planting		Dog Bin			
Concrete		Gas		Mature Hedgerow		Bench			
ag∉ 166		Underground Cables		Significant Biodiversity		Play Equipment			
		Overground Cables				Lamp Column/s			
		Parking				Footpath/s			
		Other							

Ward: Dovercourt Bay

Estimated cost of Annual Maintenance: £200

Other information and opportunities: Nothing noted.

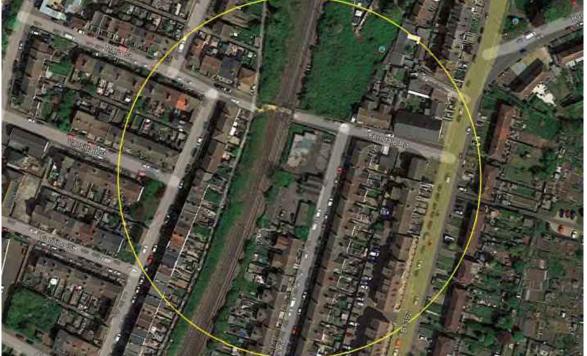
Development Potential

Proposed properties: 1 x Detached House



Housing Need

	Fernlea Road, Harwich – Ref H016H
Size	880m2
Adjoining Uses (within 100m)	Residential, railway, public open space
Planning designation	Within development boundary
Current use	Former garaging site
Legal constraints စာ ပို့စု	Overage agreement, right of access for neighbouring property.
Total is a series is series in the series is a series	





	Land Assessment Matrix								
	Key	Ye	s No						
Ground	I	Known Right	S	Biodiversity	Biodiversity		re	Background	
Grass		Right of way		Mature Trees		Waste bin		Anti-Social Behaviour	
Tarmac		Drainage		Maintained Planting		Dog Bin			
Concrete ပာ ပို့		Gas		Mature Hedgerow		Bench			
ag∉ 168		Underground Cables		Significant Biodiversity		Play Equipment			
		Overground Cables				Lamp Column/s			
		Parking				Footpath/s			
		Other							

Ward: Harwich and Kingsway

Estimated cost of Annual Maintenance: £2000

Other information and opportunities: This area is Flood Zone 3, so properties will have to be designed accordingly.

Development Potential

Proposed properties: 6 x Terrace of Houses



Housing Need

	Seaview, Little Oakley – Ref LO001H	Circle shows 100 metre radius around the site – image from Google Earth
Size	3500m2	
Adjoining Uses (within 100m)	Housing, parking, farmland	Seaview Ave
Planning designation	Outside development boundary	
Current use	Overgrown land	
Legal constraints ပို့ ထို	None	
169		





	Land Assessment Matrix								
						Key	Ye	s No	
Ground	I	Known Right	S	Biodiversity	,	Infrastructu	re	Background	
Grass		Right of way		Mature Trees		Waste bin		Anti-Social Behaviour	
Tarmac		Drainage		Maintained Planting		Dog Bin			
		Gas		Mature Hedgerow		Bench			
Page 170		Underground Cables		Significant Biodiversity		Play Equipment			
		Overground Cables				Lamp Column/s			
		Parking				Footpath/s			
		Other							

Ward: Oakleys and Wix

Estimated cost of Annual Maintenance: £1,500

Other information and opportunities:

Current parking arrangements on site may need to be reconfigured.

Development Potential

Proposed properties: 13 x Various Terraced and Semi-Detached Houses



Housing Need

	Stourview, Mistley – Ref Mi001AH	Circle shows 100 metre radius around the site – image from Google Earth
Size	2000m2	Stourview Ave
Adjoining Uses within 100m)	Residential, car park, public open space	
lanning esignation	Within development boundary	
urrent use	Green space	
egal constraints ບັງ ຜູ້ຜູ	None	
WESTMON		

	Land Assessment Matrix									
Key Yes No										
Ground		Known Right	S	Biodiversity	,	Infrastructu	re	Background		
Grass		Right of way		Mature Trees		Waste bin		Anti-Social Behaviour		
Tarmac		Drainage		Maintained Planting		Dog Bin				
		Gas		Mature Hedgerow		Bench				
Page 172		Underground Cables		Significant Biodiversity		Play Equipment				
		Overground Cables				Lamp Column/s				
		Parking				Footpath/s				
		Other								

Ward: Lawford, Manningtree and Mistley

Estimated cost of Annual Maintenance: £1,100

Other information and opportunities: Alternative development could be apartment blocks

Development Potential

Proposed properties: 4 x Semi-Detached Houses



Housing Need

As at the 1st May 2020 7% of Tendring's demand for housing was in Manningtree, Mistley & Lawford, equating to 137 households.

	Stourview, Mistley – Ref Mi001BH	Circle shows 100 metre radius around the site – image from Google Earth
Size	460m2	
Adjoining Uses (within 100m)	Residential, farmland, public open space	
Planning designation	Within development boundary	
Current use	Green verge	
Legal constraints ပြ ပြ မ	None	
		<image/>

	Land Assessment Matrix									
	Key Yes No									
Ground	l	Known Right	S	Biodiversity	Biodiversity		re	Background		
Grass		Right of way		Mature Trees		Waste bin		Anti-Social Behaviour		
Tarmac		Drainage		Maintained Planting		Dog Bin				
Concrete		Gas		Mature Hedgerow		Bench				
ag∉ 174		Underground Cables		Significant Biodiversity		Play Equipment				
		Overground Cables				Lamp Column/s				
		Parking				Footpath/s				
		Other								

Ward: Lawford, Manningtree and Mistley

Estimated cost of Annual Maintenance: £200

Other information and opportunities:

Current onsite parking arrangement may need to be reconfigured.

Development Potential

Proposed properties: 3 x Terraced/End Terrace Houses



Housing Need

As at the 1st May 2020 7% of Tendring's demand for housing was in Manningtree, Mistley & Lawford, equating to 137 households.

Stourview, Mistley – Ref Mi001CH

Size	630m2
Adjoining Uses (within 100m)	Residential, public open space, Play Area, Adjacent field with planning permission for development.
Planning designation	Within development boundary
Current use	Green verge
Legal constraints ပြာ ပြာ	None
175	Link Area







	Land Assessment Matrix											
	Key Yes No											
Ground		Known Right	s	Biodiversity		Infrastructu	re	Background				
Grass		Right of way		Mature Trees		Waste bin		Anti-Social Behaviour				
Tarmac		Drainage		Maintained Planting		Dog Bin						
Concrete		Gas		Mature Hedgerow		Bench						
Page 176		Underground Cables		Significant Biodiversity		Play Equipment						
		Overground Cables				Lamp Column/s						
		Parking				Footpath/s						
		Other										

Ward: Lawford, Manningtree and Mistley

Estimated cost of Annual Maintenance: £700

Other information and opportunities: Ditch to the east of site D will need to be investigated

Development Potential

Proposed properties: 2 x End Terrace Houses



Housing Need

As at the 1st May 2020 7% of Tendring's demand for housing was in Manningtree, Mistley and Lawford, equating to 137 households.

	Broodstrood, St Osyth – Ref SO001G	Circle shows 100 metre radius around the site – image from Google Earth
Size	515m2	
Adjoining Uses (within 100m)	Residential	
Planning designation	Within development boundary	
Current use	Green space	
Legal constraints မာ ပို့မှ	None	
BROADSTROOD BROADSTROOD		

	Land Assessment Matrix											
	Key Yes No											
Ground		Known Rights	5	Biodiversity		Infrastructu	ire	Back	ground			
Grass		Right of way		Mature Trees		Waste bin		Anti-So Behavi				
Tarmac		Drainage		Maintained Planting		Dog Bin						
		Gas		Mature Hedgerow		Bench						
Page 178		Underground Cables		Significant Biodiversity		Play Equipment						
		Overground Cables				Lamp Column/s						
		Parking				Footpath/s						
		Other										

Ward: St Osyth

Estimated cost of Annual Maintenance: £300

Other information and opportunities: Nothing noted

Development Potential

Proposed properties: 1 x Detached Bungalow



Housing Need

As at the 1st May 2020 14% of Tendring's demand for housing was in Rural Villages, equating to 274 households.

	Circle shows 100 m	
Size	450m2	
Adjoining Uses (within 100m)	Residential, farmland, Weeley by-pass	
Planning designation	Within development boundary	
Current use	Green verge	
Legal constraints	None	





Land Assessment Matrix									
				Кеу			Ye	s No	
Ground		Known Rights		Biodiversity		Infrastructure		Background	
Grass		Right of way		Mature Trees		Waste bin		Anti-Social Behaviour	
Tarmac		Drainage		Maintained Planting		Dog Bin			
Concrete P ရွှ		Gas		Mature Hedgerow		Bench			
נק∉ַֿ 180		Underground Cables		Significant Biodiversity		Play Equipment			
		Overground Cables				Lamp Column/s			
		Parking				Footpath/s			
		Other							

Ward: Weeley and Tendring

Estimated cost of Annual Maintenance: £225

Other information and opportunities: Nothing noted

Development Potential

Proposed properties: 2 x Semi- Detached Houses



Housing Need

As at the 1st May 2020 14% of Tendring's demand for housing was in Rural Villages, equating to 274 households.

North Street, Walton on the Naze – Ref WN001H

Size	845m2
Adjoining Uses (within 100m)	Residential, public open space, boat sheds, Walton mere
Planning designation	Within development boundary, within priority area for regeneration
Current use	Green verge
Legal constraints စာ ပို့ဓ	None

<u>%</u>



Circle shows 100 metre radius around the site – image from Google Earth





	Land Assessment Matrix								
Key Yes						s No			
Ground	I	Known Right	S	Biodiversity	/	Infrastructu	re	Background	
Grass		Right of way		Mature Trees		Waste bin		Anti-Social Behaviour	
Tarmac		Drainage		Maintained Planting		Dog Bin			
Concrete		Gas		Mature Hedgerow		Bench			
182 0년 182		Underground Cables		Significant Biodiversity		Play Equipment			
		Overground Cables				Lamp Column/s			
		Parking				Footpath/s			
		Other							

Ward: Walton

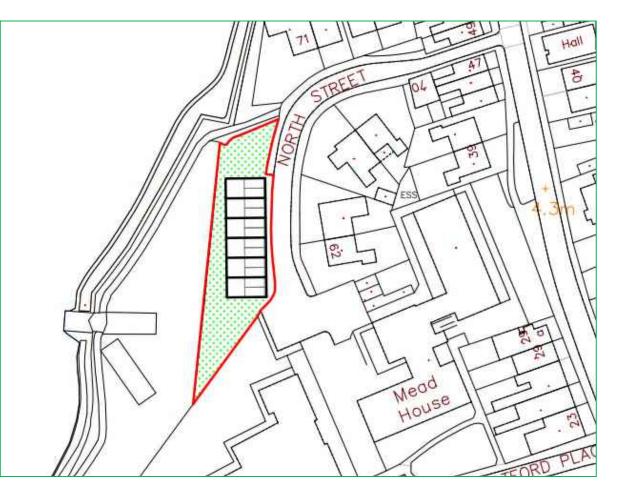
Estimated cost of Annual Maintenance: £425

Other information and opportunities:

This land is flood zone 3 so the development will have to be designed accordingly. Part of this site is unregistered at the Land Registry and a Possessory Title will be applied for.

Development Potential

Proposed properties: 6 x Terrace of Houses



Housing Need

As at the 1st May 2020 12% of Tendring's demand for housing was in Frinton, Walton and The Kirbys, equating to 235 households.

Agenda Item 10

CABINET

26 JULY 2024

REPORT OF THE PORTFOLIO HOLDER FOR CORPORATE FINANCE AND GOVERNANCE

A.2 TREASURY MANAGEMENT PERFORMANCE 2023/24

PART 1 – KEY INFORMATION

PURPOSE OF THE REPORT

To report on the Council's treasury management activities and Prudential Indicators for 2023/24.

EXECUTIVE SUMMARY

- Borrowing and investments have been undertaken in accordance with the 2023/24 Annual Capital and Treasury Strategy that was approved by full Council on the 2nd March 2023.
- Summary of the Council's Borrowing Position:

Amount Outstanding at the end of March 2024	Average Interest Rate Paid in 2023/24	Total Interest paid in 2023/24	
£0.128m (General Fund)	7.033%	£0.09m	
£33.149m (HRA)	3.577%	£1.208m	

No external borrowing was undertaken in 2023/24 for either the General Fund (GF) or Housing Revenue Account (HRA).

• Summary of the Council's Investment Position:

Value of Investments held at the end of March 2024		Average Interest rate on Investments 2023/24	Interest Earned on Investments 2023/24	
	£72.509m	4.810%	£4.220m	

The amount of interest earned from investments increased greatly during the year due to the continuation of decisions by the Bank of England Monetary Policy Committee (MPC) to increase rates from 4.25% at the beginning of 2023/24 to 5.25% at the end of it. As most investments are fixed for 6 months at a time, the increases did not feed immediately through to the investments held but did allow for a 'laddering' of deposits to lock in the increase. Estimated income was increased through the quarterly financial performance and budget reports during the year - from **£0.824 million** at the start of the year to **£3.818 million** at the end of the year, with the outturn figure being **£4.220 million** as set out in the table above.

- The Council continues to hold one property within its Commercial Investment Portfolio, which had a balance sheet value at 1 April 2023 of **£0.224 million**. This 'book value' was increased by the Council's appointed valuers to **£2.284 million** at the end of 2023/24. However, this is an 'accounting' valuation and not a direct value that would be achieved on the market if it was sold. In-line with the budget, rental income of **£0.228 million** was earned on the property in 2023/24, in line with estimates.
- Treasury performance figures for the year are set out in **Appendix A** with Prudential Indicators attached as **Appendix B**.
- Inflation has met the MPC's target of 2% in early 2024/25, but underlying inflationary
 pressures remain, which means that interest rate reductions are likely to be gradual in
 nature. The forecast from the council's treasury advisors is for interest rates to decline
 from the current peak of 5.25% to 4.00% in March 2025. As the impact of interest
 earned from previous higher rates will continue to filter into budgets for the first half of
 the year, with any reductions being reflected in the latter half. Investment income
 budgets will continue to be reviewed as part of quarterly monitoring reports and as part
 of medium to long term financial planning.
- During the year and subsequent to Birmingham City Council issuing a S114 notice, information was set out in various reports that highlighted the money that was lent to them as part of this Council's day to day treasury activities. Of the total amount of £6.000m lent to them, £2.000m was repaid in February 2024 with the remaining £4.000m repaid in June 2024 in-line with the original terms of the deal. Therefore no repayments from Birmingham City Council remain outstanding with all sums due now received by this Council.

RECOMMENDATION(S)

That Cabinet:

- a) notes the Treasury Management performance position for 2023/24; and
- b) approves the Prudential and Treasury Indicators for 2023/24.

REASON(S) FOR THE RECOMMENDATION(S)

To provide timely / key financial information to Members and to demonstrate compliance with the Treasury Management and Prudential Codes.

ALTERNATIVE OPTIONS CONSIDERED

Not applicable given the requirements set out elsewhere in this report.

PART 2 – IMPLICATIONS OF THE DECISION

DELIVERING PRIORITIES

A revised Corporate Plan and Vision was approved by Full Council at its meeting on 28 November 2023. One of the 6 included themes is Financial Sustainability and Openness, with a

commitment to continue to deliver effective services and get things done whilst looking after the public purse; that means carefully planning what we do, managing capacity and prioritising what we focus our time, money and assets on. Tough decisions will not be shied away from, but will be taken transparently, be well-informed, and based upon engagement with our residents.

The forecasting and budget setting / management processes will have direct implications for the Council's ability to deliver on its objectives and priorities. Effective Treasury Management supports the Council in delivery against its corporate goals and objectives.

OUTCOME OF CONSULTATION AND ENGAGEMENT

The Treasury Strategy for 2023/24 is subject to consultation with the Resources and Services Overview and Scrutiny Committee as part of its adoption by Full Council each year and this report sets out the outcome against the Strategy.

LEGAL REQUIREM	LEGAL REQUIREMENTS (including legislation & constitutional powers)				
Is the recommendation a Key Decision (see the criteria stated here)	Yes	If Yes, indicate which by which criteria it is a Key Decision	 X Significant effect on two or more wards X Involves £100,000 expenditure/income Is otherwise significant for the service budget 		
		And when was the proposed decision published in the Notice of forthcoming decisions for the Council (must be 28 days at the latest prior to the meeting date)	This item has been included within the Forward Plan for a period in excess of 28 days.		

This Council is required by regulations issued under the Local Government Act 2003 to produce an annual treasury management review of activities and the actual prudential and treasury indicators for 2023/24. This report meets the requirements of both the CIPFA Code of Practice on Treasury Management, (the Code) and the CIPFA Prudential Code for Capital Finance in Local Authorities (the Prudential Code).

The Local Authorities (Capital Financing and Accounting) (England) Regulations 2003 include the requirement for local authorities to have regard to CIPFA guidance which this Council has adopted.

Although not directly impacting on the outturn position for 2023/24, it is worth highlighting that S78 of the Levelling Up and Regeneration Act 2023 inserted new sections 12A to 12D into the Local Government Act 2003, which came into force on 31 January 2024. These new sections cover capital finance risk management and include risk mitigation directions, risk thresholds, restrictions of power to give risk-mitigation directions and a duty to cooperate with an independent expert. These changes essentially seek to respond to the financial crisis that some local Authorities have found themselves in over the last year or two and will form of future considerations.

YES The Monitoring Officer confirms they have been made aware of the above and any additional comments from them are below:

Since last year's Capital and Treasury Strategy was agreed by Full Council in March 2023, the Best Value Inspection of Thurrock Council has been published, which included some significant learning points that are worth reviewing in light of this Council's own strategy and governance arrangements. Although previously provided to Members, those significant and important points included the following:

- The positioning of their Investment Strategy at the heart of their strategy to tackle significant funding pressures - there was clearly some confusion within the Council as to the clarity and purpose of the strategy.
- A significant level of delegation was given to their Section 151 Officer to place investments in 'business' type investments such as solar farms etc. at a scale that the review described as 'extraordinary'. The delegation was also made without consideration of the experience and skills that would be needed - experience and skills that did not exist within their Council.
- Lack of managerial / political oversight and limited or no reporting of the performance of the investment programme to their Management Team or Cabinet.
- Internal checks were weak or wholly absent.
- The level of risk associated with their investment programme was never properly identified or made explicit within strategic risk reports and there was no focus from their internal audit function.
- Lack of transparency e.g. where members did request information it was denied internally and only minimal / high level information was provided within other reports etc. with no explanatory information. External challenge and criticism was readily dismissed and downplayed within the Council.
- The Council had not set a clear and consistent strategic direction. Their Cabinet avoided difficult choices on the prioritisation of resources. In years when budget savings had to be identified, Cabinet members rejected all savings options, leaving it to officers to develop plans to achieve a balanced budget.

The above places significant importance on the capital and treasury plans of local authorities which for Tendring District Council are encapsulated within the Annual Capital and Treasury Strategy and Treasury Management Practices. These two documents set out the governance framework in which capital spend, borrowing and investments are made. Clear roles and responsibilities are set out in the strategy and it is important to highlight that there is no delegation to any single Officer, such as the Section 151 Officer to undertake any investments outside of the more 'traditional' money market activities such as lending to other Local Authorities and depositing money in banks and building societies. In terms of these latter investments, the parameters in which the Section 151 Officer can make such investments are set out within the documents referred to above and include a number of criteria such as overall lending / borrowing limits and minimal credit ratings etc.

Treasury performance is reported during the year by way of an outturn report for the preceding year along with quarterly updates during the year, which includes a more detailed half yearly update in September / October.

Any decision to invest in 'non-traditional' money market activities or to undertake any borrowing activities would be subject to separate reports to Cabinet / Council as necessary, which would set out various issues such as risks and resource implications including the level of skill and expertise to manage any associated investments.

The Best Value Duty relates to the statutory requirement for local authorities and other public

bodies defined as best value authorities in Part 1 of the Local Government Act 1999 to "make arrangements to secure continuous improvement in the way in which functions are exercised, having regard to a combination of economy, efficiency and effectiveness". Best Value authorities must demonstrate good governance, including a positive organisational culture, across all their functions and effective risk management. Failure to deliver best value can occur within any aspect of governance, delivery of services or financial management. Unlawful or excessively risky borrowing and investment practices with no adequate risk management strategy in place for financial losses is an indicator of potential failure under the Use of Resources definition for a Best Value authority, within the Government's draft statutory guidance on Best Value Standards and Intervention, issued in 2023.

Members need to be satisfied with the governance arrangements set out within the strategy, which can be supported via training etc. as necessary.

The Council does employ external treasury management advice and to date they have not raised any concerns / issues with the Council's borrowing / investment activities. The Council should be receiving the new External Auditor's Value for Money commentary during 2024/25 which should also provide additional assurances to members. Access to both of these parties can be made directly and not via any one Officer such as the Section 151 Officer, which also supports the transparency / independent view of the various treasury activities undertaken by the Council.

FINANCE AND OTHER RESOURCE IMPLICATIONS

Treasury and Capital Management Strategies and procedures ensure that the Council's investments and borrowing are undertaken in such a way as to minimise the Council's exposure to risk. At the same time, they seek to maximise income from investments and minimise the costs of borrowing within the Council's accepted level of risk within a framework that is highlighted elsewhere within this report.

YES The Section 151 Officer confirms they have been made aware of the above and any additional comments from them are below:

The Section 151 Officer is the author of this report.

USE OF RESOURCES AND VALUE FOR MONEY

The following are submitted in respect of the indicated use of resources and value for money indicators:

A) Financial sustainability: how the body	This is addressed in the body of the report.			
plans and manages its resources to ensure it				
can continue to deliver its services;				
B) Governance: how the body ensures that				
it makes informed decisions and properly				
manages its risks, including; and				
C) Improving economy, efficiency and				
effectiveness: how the body uses information				
about its costs and performance to improve				
the way it manages and delivers its services.				
MILESTONES AND DELIVERY				
This has been highlighted elsewhere within this	s report.			
5 5				

ASSOCIATED RISKS AND MITIGATION

The placing of investments involves a number of risks. These risks and how the Council will

manage them are set out in the Council's Treasury Management Practices.

Investments are undertaken within an overall risk-averse approach, which is reflected in Treasury Management Practices. With this in mind, a significant level of investment is undertaken with other Local Authorities and with the Government.

As with the recent case with lending money to Birmingham City Council, money lent to other Local Authorities is not at risk of not being repaid, as ultimately the Government would take the necessary steps to ensure liabilities are met as part of any intervention (such as the one at Birmingham). The risk of lending money to another Local Authority is therefore not the same as lending money to a commercial / private organisation, which is one of the reasons why Councils lending to other Councils is common practice nationally.

As reported previously, the performance of the investment property in Clacton, is performing satisfactorily against the financial target set out within the original decision to purchase the property, with budgeted investment income continuing to be achieved each year. It is important to highlight that the rental payments can be seen as paying back the original investment made in purchasing the property. The overall performance of the investment therefore needs to take into account such considerations over the life of the Council's ownership of the property rather any shorter-term position in isolation.

It is worth highlighting that the Council's Commercial Property Investment Policy is underpinned by robust risk management actions, which will respond to any changes to the situation. With the latter point in mind and as set out within the Commercial Property Investment Policy, the Council's wider treasury management activities are designed to ensure that the Council is not faced with a position of having to sell the property for cash flow purposes. This in turn ensures that the Council remains in control of when the property is ever exposed to the market rather than potentially having to sell the property during a period where there may be a downturn in commercial property prices.

When undertaking lending to other Local Authorities, the Council continues to apply as much 'market intelligence' as possible, which would include any adverse reporting in the markets, the media, the risk of S114 reports being issued along with information from our own External Treasury Advisors. The new measures and metrics that have been introduced via the Levelling Up and Regeneration Act 2023 as set out earlier along with any potential indicators introduced by OFLOG will also likely be additional 'tools' that can be used to complement information already applied in managing the Council's day to day treasury management activities. This will be considered as part of developing the strategy in future years.

EQUALITY IMPLICATIONS

There are no direct implications.

SOCIAL VALUE CONSIDERATIONS

There are no direct implications.

IMPLICATIONS FOR THE COUNCIL'S AIM TO BE NET ZERO BY 2030

There are no direct implications.

OTHER RELEVANT CONSIDERATIONS OR IMPLICATIONS

Consideration has been given to the implications of the proposed decision in respect of the following and any significant issues are set out below.

Crime and Disorder	Please see comments above
Health Inequalities	
Area or Ward affected	

PART 3 – SUPPORTING INFORMATION

BACKGROUND AND CURRENT POSITION

The Council has adopted the Chartered Institute of Public Finance and Accountancy's (CIPFA) Code of Practice for Treasury Management in the Public Services. The main reporting elements to comply with this code include the following:

- An Annual Capital and Treasury Strategy approved by Cabinet after consultation with the relevant overview and scrutiny committee for recommending to Full Council.
- Regular monitoring reports that form part of the Council's Corporate Financial Performance Monitoring arrangements during the year.
- An annual treasury performance or outturn report for the preceding year that is presented to Cabinet.

In terms of the second bullet point above, there were no breaches of treasury management practices to report in 2023/24.

This report sets out the necessary information in response to the third bullet point above and provides a summary of the treasury activities undertaken in 2023/24 (Appendix A) and final Prudential and Treasury Indicators at the end of 2023/24 (Appendix B), with revised figures for 2023/24 where relevant.

During 2023/24 the Council complied with its legislative and regulatory requirements and associated treasury management activity remained in accordance with the Treasury Strategy and Treasury Management Practices with further details in respect of specific borrowing and investment considerations set out in the next section of the report.

BORROWING AND INVESTMENTS 2023/24

<u>Borrowing</u>

The Base Rate set by the Bank of England rose in the first half of 2023/24 and has remained at 5.25% in 2024/25, as set out in the table below.

Date of meeting	New rate	Change
23 March 2023	4.25%	+ 0.25%
11 May 2023	4.50%	+ 0.25%
22 June 2023	5.00%	+ 0.50%
3 August 2023	5.25%	+ 0.25%
21 September 2023	5.25%	0.00%
2 November 2023	5.25%	0.00%
14 December 2023	5.25%	0.00%
1 February 2024	5.25%	0.00%
21 March 2024	5.25%	0.00%
12 April 2024	5.25%	0.00%

09 May 2024 5.25% 0.00%

The latest forecast from the Council's treasury advisors indicates that the base rate is expected to gradually decline from the current level to 5.00% in September 2024 and to then drop further to 4.00% by March 2025. There is expected to a be a further decline to 3.50% in June 2025, and then a fall to 3.00% where it is expected to remain until March 2027.

Public Works Loan Board (PWLB) rates have also risen alongside the base rate with the rates currently at 5.46% for 25 years and 5.24% for 50 years. These rates are all above the target rates set by the treasury advisors and have been since autumn 2022. No external borrowing has therefore, been undertaken during the year. In respect of the General Fund, the Council is also currently maintaining an under-borrowed position. This means that the capital borrowing need (the Capital Financing Requirement), has not been fully funded with external loans, as cash supporting the Council's reserves, balances and cash flow has been used as a temporary measure. This has also been the position with the replacement of HRA borrowing, as a maturity loan of £0.800m was not replaced with PWLB debt in September 2022. While interest rates remain elevated and the Council has sufficient cashflow to allow for internal borrowing, this remains the preferred strategy, with new borrowing only being considered once interest rates fall back to what the treasury advisors view as the 'long term normal level' of around 3%. The Council's current investment property was not financed by loan.

No new borrowing or restructuring of existing debt was undertaken for GF or HRA purposes in 2023/24. Principal on HRA debt continues to be repaid each year in line with the 30-year business plan. Debt rescheduling opportunities are limited in the current economic climate with no debt rescheduling taking place in 2023/24.

No temporary borrowing from the markets was required during the year.

One of the key prudential indicators relates to the Council's Authorised Borrowing Limit. It is therefore worth highlighting that borrowing has been maintained within the Council's Authorised limit as set out below:

Key Indicator		Limit 2023/24	Amount Borrowed (Internal and External)		
	Authorised borrowing	Limit	Ι	£75.609m	£38.576m

Investments

The year saw continual cumulative growth over the period in investment returns as set out in the table below. Estimates were adjusted in year to reflect the additional income.

Date	Estimated Amount £m	Actual amount £m
30/4/23	£0.271	£0.271
31/5/23	£0.610	£0.610
30/6/23	£1.056	£1.056
31/7/23	£1.315	£1.315
31/8/23	£1.665	£1.665
30/9/23	£2.017	£2.017
31/10/23	£2.361	£2.361
30/11/23	£2.732	£2.752
31/12/23	£3.094	£3.134

31/1/24	£3.461	£3.521
28/2/24	£3.818	£3.862
31/3/24	£3.818	£4.220

The weighted average length of investments made during 2023/24 was 62 days. This reflects the fact that many deals are placed with the DMO for short periods (total of **£321 million** over the year). The average investment interest rate for the year was **4.85%** and this has been benchmarked against average SONIA benchmarks for 2023/24 in **Appendix A**, where SONIA is the Sterling Overnight Index Average. The average rates for a range of maturities are shown in the table below, compared with the Council's own investment returns

Measure	Bank Rate	SONIA 30	SONIA 90	SONIA 180	Tendring DC
		day	day	day	
Average rate	5.03	5.02	5.13	5.23	4.81

The Council manages its investments in-house and invests in accordance with the approved strategy. The Council invests for periods of time dependent on the Council's cash flows, the view as to future interest rate movements and the interest rates offered by counterparties whilst balancing various risks such as interest rate risk and counterparty risk.

The Council's investments continued across the following investment types:

- Deposits at fixed rates and for fixed terms with other local authorities and the Government's Debt Management Office (DMO)
- Deposits at fixed rates and for fixed terms with UK-based banks and building societies meeting the counterparty risk criteria
- Treasury bills, which are tradeable but if held to maturity are at fixed rates
- Certificates of deposit, which are tradeable but if held to maturity are at fixed rates
- Use of deposit accounts with UK banks and the two Money Market Funds for liquidity

Further details on how the investment types changed over the year is set out below.

A significant proportion of the Council's investments were still made with other local authorities. Money also continued to be placed with the Bank of England's Debt Management Facility (DMO) throughout the year and treasury bills were also purchased during the year. A total of £457.049 million was placed with UK government during the year (with £460.849 million repaid). Over the year £7.000 million of Certificates of deposit with banks meeting the Council's criteria were purchased, along with some fixed deposits with Building Societies and the call accounts and Money Market Funds, leading to a total of £42.812 million placed with UK financial institutions over the year. Both government and local authority investments fit well with the Council's low appetite for risk with the security and liquidity of the investment the prime concern. This level of risk appetite broadly reflects the rate achieved compared to the SONIA benchmarks above, but it is also worth highlighting that it was not significantly less than those comparable rates given the balance between security and liquidity that is aimed for.

The total invested in local authorities at 31 March 2024 was **£64.000 million** out of a total investment of **£72.509 million**, with a further **£1.000 million** invested short term with the Debt Management Office and **£3.527 million** invested in two Money Market Funds. A total of **£1.982 million** was placed in call accounts, and the remaining **£2.000 million** was invested in Certificates of deposit.

Aggregated investments reached just short of £500 million for the year as set out in Appendix A.

The Council receives regular credit rating updates during the year following which the appropriate action is taken as soon as practical where the credit rating falls below the minimum ratings, which form part of the Council's Treasury Management Practices.

The UK holds an AA rating with one rating agency, AA- with a second and Aa3 with the third, with the lower grades not having a specific adverse impact on the Council's treasury activities at the present time.

In accordance with the Council's Commercial Property Investment Policy, an annual update on the portfolio is set out below.

In August 2017 the Council purchased an investment property in the District. The purchase was financed partly from capital receipts and partly from revenue resources, so there was no increase in indebtedness arising from the purchase. The purchase price, including-stamp duty, was **£3.244 million**. At 31 March 2018 the property had been revalued to **£3.100 million** (the purchase price less stamp duty tax). In each subsequent year the Council's appointed valuer has revalued the property for the purposes of the Council's Statement of Accounts and the fair value has changed as set out in the table below.

Date	Comment	Value £ million	Impairment / (Gain) £ million
August 2017	Purchase	3.244	0.000
March 2018	Revalued – exclude stamp duty	3.100	0.144
March 2019	Revalued	2.300	0.800
March 2020	Revalued	2.155	0.145
March 2021	Revalued	1.985	0.170
March 2022	Revalued	2.108	(0.123)
March 2023	Revalued	2.364	(0.256)
March 2024	Revalued	2.284	80

A loss of **£0.080 million** is recognised in the Council's 2023/24 statement of accounts, which is charged to revenue within the Comprehensive Income and Expenditure Statement and then reversed out through the Movement in Reserves Statement so that it does not affect the amount that needs to be financed. It is worth highlighting that the above adjustments reflect the necessary end of year accounting adjustments and therefore do not necessarily reflect the value of the property on the open market. This remains as the only property in the portfolio.

In terms of the performance of the property, during the year the rental income was **£0.228 million**. The annualised amount represents an annual rate of return of 7% compared to the purchase price including stamp duty. The property is therefore performing satisfactorily against the financial target with the budgeted investment income achieved for the year. It is important to highlight that the rental payments can be seen as paying back the original investment made in purchasing the property. The overall performance of the investment therefore needs to take into account such considerations over the life of the Council's ownership of the property rather any shorter-term position in isolation.

The original leasehold occupier of the property ceased trading from the property in back in November 2018 with the property remaining sublet, a position expected to remain for the unexpired period of the lease (approximately 2 years). It is worth highlighting that the Council's Commercial Property Investment Policy is underpinned by robust risk management actions, which will respond to any changes to the situation. With the latter point in mind and as set out within the Commercial Property Investment Policy, the Council's wider treasury management activities are designed to ensure that the Council is not faced with a position of having to sell the property for cash flow purposes. This in turn ensures that the Council remains in control of when the property is ever exposed to the market rather than potentially having to sell the property during a period where there may be a downturn in commercial property prices.

It is worth highlighting that as part of developing the 2024/25 forecast / budget, it was recognised that the level of annual rent achievable from this investment property is likely to decrease from 2026/27 based on current market expectations when the current lease expires.

Taking the above into account, there are no additional risks to the Council's long-term forecast or significant changes to the risk of holding commercial property at this time, but this will be reviewed on an on-going basis with any changes required to be made to the forecast set out as part of the financial strategy process over the year.

Compliance with Treasury and Prudential Limits

During the financial year the Council operated within the treasury limits and Prudential Indicators set out in the Council's annual Treasury Strategy. The outturn for the Prudential Indicators is shown in **Appendix B**.

PREVIOUS RELEVANT DECISIONS

Approval of the Annual Capital & Treasury Strategy 2023/24 – Item A.5 Full Council 2 March 2023.

Financial Performance Report 2023/24 – General Update at the end of July 2023 – Item A.5 Cabinet 6 October 2023.

Financial Performance Report 2023/24 – General Update at the end of Q2 September 2023 – Item A.3 Cabinet 10 November 2023.

Updated General Fund Financial Forecast / Budget 2024/25 – Item A.4 Cabinet 15 December 2023.

Updated General Fund Financial Forecast / Budget 2024/25 – Item A.4 Cabinet 26 January 2024.

Executive's Proposals – General Fund Budget and Council Tax 2024/25 – Item A.1 Full Council 14 February 2024.

Executive's Proposals – Housing Revenue Account Budget 2024/25 – Item A.2 Full Council 14 February 2024.

Financial Performance Report 2023/24 and 2024/25 – General Update at the end of Q3 – Item A.3 Cabinet April 2024.

Financial Outturn 2023/24 Report – Agreed by the Portfolio for Finance and Governance 17 July 2024.

BACKGROUND PAPERS AND PUBLISHED REFERENCE MATERIAL

None

APPENDICES

Appendix A Treasury Performance figures 2023/24Appendix B Prudential and Treasury Indicators 2023/24

REPORT CONTACT OFFICER(S)				
Name	Richard Barrett			
Job Title	Assistant Director (Finance and IT)			
Email/Telephone	rbarrett@tendringdc.gov.uk (01255) 686521			

1 Borrowing

1a Long Term Debt

Principal	Opening Balance 1 April 2023 £'000	New Borrowing £'000	Principal Repaid £'000	Balance at 31 March 2024 £'000	Average Debt for Year £'000
Long Term Borrowing					
PWLB - General Fund	136	0	8	128	133
PWLB - Housing Revenue Account	34,563	0	1,414	33,149	33,760
Total Long Term Borrowing	34,699	0	1,422	33,277	33,893

Average Interest Rates	Average Interest Rate 1 April	New Borrowing	Principal Repaid	Average Interest Rate 31 March	Average Interest Rate for Year
	%	%	%	%	%
Long Term Borrowing					
PWLB - General Fund	7.057	0.000	7.933	7.001	7.033
PWLB - Housing Revenue Account	3.555	0.000	2.559	3.598	3.577
Overall Long Term Borrowing	3.569	0.000	2.589	3.611	3.591

Interest paid relating to 2023-24	£'000
General Fund	9
Housing Revenue Account	1,208
	1,217

Long term debt is defined in legislation as loans repayable over more than one year.

1b Total debt

Average debt over the year	£33.893m
Interest paid relating to 2023-24	£1.217m
Average interest rate for year	3.591%

This includes interest paid on temporary debt

1c Budget for Total Interest Paid

	Original Estimate	Out-turn	Variation from Budget
	£'000	£'000	£'000
General Fund	9	9	(
Housing Revenue Account	1,206	1,208	2
otal Interest Paid	1,215	1,217	2

2 Investments

2a Temporary Investments

Principal	Opening Balance 1 April 2023 £'000	New Investments £'000	Investments Repaid £'000	Balance at 31 March 2024 £'000	Average Investments for Year £'000
Investments less than a year Investments with UK Government via					
Treasury Bills, DMO, Local Authorities and other public bodies	CO 000	457.040	400.040	05 000	
and other public bodies	68,800	457,049	460,849	65,000	
Investments with UK Financial Institutions					
(including Money Market Funds)	10,411	42,812	45,714	7,509	
Investments with non-UK Financial					
Institutions	0	0	0	0	
Total Temporary Investments	79,211	499,861	506,563	72,509	86,869



Average Interest Rates	Average Interest Rate 1 April	Average Interest Rate 31 March	Average Interest Rate for Year	
	%	%	%	
Temporary Investments	3.610	5.547	4.850	

2b Budget for Total Interest Earned

	Original Estimate	Revised final Estimate £'000	Out-turn £'000	Variation from Revised Budget £'000
Total Interest Earned	(825)	(3,818)	(4,220)	402

3	Comparison of interest earned to SONIA benchmarks for 2023/24								
	Bank rate 30 day 90 day 180 day								
	High	5.25	5.39	5.48	5.78				
	High Date	03/08/23	19/09/23	30/08/23	07/07/23				
	Low	4.25	4.17	4.31	4.46				
	Low Date	03/04/23	03/04/23	03/04/23	06/04/23				
	Average	5.03	5.02	5.13	5.23				
	Spread	1.00	1.22	1.17	1.33				

SONIA is Sterling Overnight Index Average and these are the average rates for the periods shown

PRUDENTIAL INDICATORS

CAPITAL EXPENDITURE

This is an estimate of the amount of investment planned over the period. As can be seen, not all investment necessarily has an impact on the Council Tax, schemes funded by grants, capital receipts or external contributions mean that the effect on the Council Tax is greatly reduced.

	2022/23 Actual	2023/24 Approved budget	2023/24 Actual	Notes	2024/25 as agreed by full Council 2 March 2024	Amended 2024/25 for carry forwards
Total Capital Expenditure	3,931	15,866	3,804		827	12,851
Financing - General Fund						
External contributions	(505)	(882)	(489)		-	(385)
Section 106	(80)	(245)	(240)		-	(6)
Other Government grants	(242)	(1,555)	(595)		-	(960)
Disabled Facilities Grant	(993)	(10,260)	(1,267)		(757)	(9,750)
Capital receipts	-	(1,000)	(105)		-	(815)
Direct revenue contributions	(178)	(224)	(275)		(70)	(70)
Earmarked reserves	(1,933)	(1,700)	(833)		-	(865)
Total Capital Financing	(3,931)	(15,866)	(3,804)	-	(827)	(12,851)
Net Financing need (External Borrowing)	0	0	0		0	0

					2024/25 as	Amended
		2023/24			agreed by full	2024/25 for
Housing Revenue Account Capital Schemes	2022/23	Approved	2023/24		Council 19	carry
<u>£000</u>	Actual	budget	Actual	Notes	March 2024	forwards
Total Capital Expenditure	7,351	12,730	8,034		3,928	8,615
Financing - Housing Revenue Account						
Major repairs reserve	(3,940)	(4,164)	(4,164)		(3,314)	(3,314)
Direct revenue contributions	(43)	(2,140)	(288)		(614)	(2,467)
Section 106	(328)	(308)	(308)		-	-
Capital receipts	-	(4,114)	(1,280)		-	(2,834)
External contributions	(2,745)	(1,465)	(1,465)		-	-
Government grant	(295)	(539)	(529)		-	-
Total Capital Financing	(7,351)	(12,730)	(8,034)		(3,928)	(8,615)
Net Financing need (External Borrowing)	0	0	0		0	0

CAPITAL FINANCING REQUIREMENT

Each year, the Council finances the capital programme by a number of means, one of which could be borrowing. The Capital Financing Requirement (CFR) represents the cumulative amount of borrowing that has been incurred to pay for the Council's capital assets, less amounts that have been set aside for the repayment of debt over the years. The Council is only allowed to borrow long term to support its capital programme. It is not allowed to borrow long term to support its revenue budget.

	2022/23 Actual £000	2023/24 Estimate £000	2023/24 Actual £000	Notes	2024/25 as agreed by full Council 19 March 2024 £000
Concerned Friend					
General Fund	4,820	4,627	4,627		4,442
Housing Revenue Account	35,363	33,949	33,949		32,535
Total	40,183	38,576	38,576		36,977

GROSS DEBT AND THE CAPITAL FINANCING REQUIREMENT

This indicator compares the Capital Financing Requirement to the level of external debt and shows how much of the capital programme is financed from internal resources. The capital programme is partially funded in the short to medium term by internal resources when investment interest rates are significantly lower than long term borrowing rates. Net interest payments are, therefore, optimised.

PRUDENTIAL INDICATOR	2022/23 Actual	2023/24 Estimate	2023/24 Actual	Notes	2024/25 as agreed by full Council 19 March 2024
	£000	£000	£000		£000
Capital Financing Requirement	40,183	38,576	38,576		36,977
External debt	34,699	33,277	33,277		30,654
Internal borrowing	5,484	5,299	5,299		6,323

OPERATIONAL BOUNDARY AND AUTHORISED LIMIT

The Council must set an operational boundary and authorised limit for external debt. The operational boundary is based on the Council's estimate of most likely, i.e. prudent, but not worst case scenario for external debt. It reflects the decision on the amount of debt needed for the Capital Programme for the relevant year. It also takes account of other long term liabilities, which comprise finance leases, Private Finance Initiative and other liabilities that are not borrowing but form part of the Council's debt. The Council has none of these at present.

The authorised limit is the affordable borrowing limit determined in compliance with the Local Government Act 2003. It is the maximum amount of debt that the Council can legally owe. The authorised limit provides headroom over and above the operational boundary for unusual cash movements.

	2022/23 Actual £000	2023/24 Estimate £000	2023/24 Actual £000	Notes	2024/25 as agreed by full Council 19 March 2024 £000
Operational boundary - borrowing	67.723				69.030
Authorised limit - borrowing	76,333	/	/		77,878

RATIO OF FINANCING COSTS TO NET REVENUE STREAM

This is an indicator of affordability and highlights the revenue implications of existing and proposed capital expenditure by identifying the proportion of the revenue budget required to meet financing costs, but this is no longer net of investment income.

ESTIMATE OF THE RATIO OF FINANCING COSTS TO NET REVENUE					2024/25 as agreed by full
	2022/23	2023/24	2023/24		Council 19
	Actual	Estimate	Actual	Notes	March 2024
	£000	£000	£000		£000
General Fund	1.81	1.41	1.30		1.28
Housing Revenue Account	42.14	42.95	41.30		40.18

RATIO OF COMMERCIAL AND SERVICE INVESTMENTS TO NET REVENUE STREAM

This is a new indicator from 2023/24 and highlights how much of the Council's net revenue spend is financed by income from commercial and service investments. The Council has one commercial investment and no service investments

ESTIMATE OF THE RATIO OF COMMERCIAL INVESTMENTS TO NET REVENUE					2024/25 as agreed by full
	2022/23	2023/24	2023/24		Council 19
	Actual	Estimate	Actual	Notes	March 2024
	%	%	%		%
General Fund	-1.93	-1.60	-1.47		-1.55

INTEREST RATE EXPOSURE

Tendring District Council currently has all its borrowings at fixed rate and usually has a mixture of fixed and variable rate investments. This indicator is set to control the Council's exposure to interest rate risk.

PRUDENTIAL INDICATOR	2022/23	2023/24	2023/24		2024/25 as agreed by full Council 19
	Actual	Estimate	Actual	Notes	March 2024
	£000	£000	£000		£000
Upper limit for Fixed Interest Rates on debt	40,183	38,576	38,576		36,977
Upper limit for Variable Interest Rates on debt					
(based on 30% of the fixed rate limit)	12,055	11,573	11,573		11,093

TOTAL PRINCIPAL SUMS INVESTED FOR PERIODS LONGER THAN 364 DAYS (excluding property)

Interest rate risk is also affected by the proportion of the investments invested at fixed rates for longer periods, especially in a period when rates are expected to rise.

	2022/23 Actual £000	•	2023/24 Actual £000	Notes	2024/25 as agreed by full Council 19 March 2024 £000
Limits on the total principal sum invested to					
final maturities longer than 364 days	3,500	3,500	3,500		3,500

MATURITY STRUCTURE OF FIXED RATE BORROWING

This indicator is set to control the Council's exposure to refinancing risk. The limits are set for each age range to ensure that the Council avoids too many fixed rate loans being matured at one time and spreads the maturity across several periods. The percentages for the upper and lower limits do not add up to 100% as they do not represent an actual allocation.

PRUDENTIAL INDICATOR	Upper limit		Actual outstanding debt maturity % at	2024/25 as agreed by full Council 2 March 2023
	%	%	31/03/2024	31/03/2025
Under 12 months	25	0	7.88%	7.90%
12 months and within 24 months	30	0	7.28%	7.90%
24 months and within 5 years	60	0	13.83%	10.67%
5 years and within 10 years	75	0	14.07%	14.02%
10 years and above	95	25		
10-20 years			11.86%	10.58%
20-30 years			33.06%	42.41%
>30 years			12.02%	6.52%

TREASURY INDICATOR - EXPOSURE TO CREDIT RISK

The Council has adopted a voluntary measure of its exposure to credit risk by monitoring the value-weighted average score of its investment portfolio. This is calculated by applying a score to each investment (AAA=1, AA+=2, etc.) using the rating applicable when it is taken out and taking the arithmetic average, weighted by the size of each investment. Investments in government instruments such as DMO, treasury bills and in local authorities are scored as 1.

	2022/23 Actual	,	2023/24 Upper limit
Average credit score for investments	1.17	1.13	2.00

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Agenda Item 11

CABINET

26 JULY 2024

REPORT OF PORTFOLIO HOLDER FOR ECONOMIC GROWTH, REGENERATION AND TOURISM

A.3 <u>RESOURCES TO INCREASE PROJECT DELIVERY AND PROGRESS LEVELLING</u> <u>UP PARTNERSHIP</u>

PART 1 – KEY INFORMATION

PURPOSE OF THE REPORT

To recommend that Cabinet set aside £1m to pay for a Project Delivery Unit for two years to increase the capacity of the Council to progress the significant number of project work-streams it has underway.

To update Cabinet on progress with one of the Council's most significant new work-streams, the Levelling Up Partnership, and recommend that Cabinet approves the principle of the Council entering into the Partnership with Government. The current partnership approach is to deliver projects through the Council being the Accountable Body, working with partners to achieve place-based regeneration in Clacton and Jaywick.

EXECUTIVE SUMMARY

The Council is responsible for the delivery of tens of millions of pounds of capital projects funded by Government, partner and its own resources. Projects include:

- £30.743M Levelling Up Fund: The Clacton Hub, Dovercourt Library and the Kingsway Improvements.
- £9.036M Capital Regeneration Projects. The Council is the Accountable Body for three projects delivered by Essex County Council: In addition, the Council is directly delivering Carnarvon Terrace in Clacton and Milton Road and Victoria Street in Dovercourt.

This is in addition to two major Housing Revenue Account Schemes:

- £2.40m Spendells House redevelopment. A former sheltered housing scheme being brought back into use as temporary accommodation.
- £3.250m Honeycroft scheme. Redeveloping the site of a former sheltered housing scheme with 13 one and two-bedroom bungalows to provide accommodation for those in the area seeking to downsize from a larger property.

And there are further projects in the pipeline

- £20M Long Term Plan for Towns, with £5m to be delivered by March 2027. The outline plan is on this Cabinet agenda.
- £20M Levelling Up Partnership, as set out in this report.
- £500,000 Green Spaces fund for High Street Accelerator

The Council is committed to identifying £3m of on-going revenue savings, which will also require additional invest-to-save projects to be brough forward, like the installation of pool covers

recently completed within the leisure centres. As mentioned in previous financial reports, the level of resources required to not only develop the long term forecast but to deliver the required savings, should not be underestimated, especially when set against other existing commitments such as those mentioned above and Freeports project. There therefore needs to be a clear focus on the timely development of associated plans whilst managing competing resources over the coming months.

In addition to the above, the Council currently delivers projects including major capital schemes within Services, which are primarily responsible for day-to-day service delivery. The Council recognises that increasing project management capacity will enable it to deliver projects more effectively, and as a result, has the potential to reduce overspends and bring major capital schemes in on budget and on time.

In order to increase its project delivery capacity, the Council proposes to set aside £1 million to support a new Project Delivery Unit for two years. The proposed team, subject to approval of the funding and restructures being undertaken, will sit within the Economic Growth, Sport and Culture Directorate with expertise including:

- project management;
- capital delivery;
- programme governance;
- procurement;
- finance; and
- contract and property law.

The team will be managed by a Head of Unit who will bring project management expertise to the team and the Council. The team will include corporate capabilities that enable project delivery, including procurement, finance and legal expertise, and will work closely with those existing specialisms in the Council, and operate within the Council's governance framework.

The proposed staffing structure will be agreed by the Head of Paid Service. With the fixed-term nature of the posts that recruitment may require secondments, fixed term recruitment, and interim, depending on the market for specific skills. Essex County Council has agreed to support the recruitment process to give a wider candidate search, which is underway.

The new team will support projects to come in on time and budget and protect continued successful implementation of business as usual. The team will also bring in project management expertise that will support the wider Council with systems and approaches in this vital area. The Council will determine the projects to be delivered by the Unit and those on which it will provide advice to others to deliver. This decision will be taken in the context of the executive's agreed priorities.

Where funding from Government can be used to back fill or augment this budget the Council will seek to allocate it accordingly, for example capacity funding associated with the Levelling Up Fund.

The Project Delivery Unit is also expected to include some existing posts, for example the previously agreed consultant role that oversees the Levelling Up Fund and Capital Regeneration Projects, a permanent Project Manager position on the establishment.

It is also important to highlight that the Project Delivery unit will be scalable based on the demands on the Council that will undoubtedly change over the coming months in reaction to the scale and speed of the development of projects. It is also worth highlighting that some costs

of the Unit will likely be 'chargeable' to capital projects such as the LUF and CRP schemes and therefore the Council will need to be alert and flexible to maximise value for money from the proposed £1m pound investment in capacity building. This issue will be a key reporting element within future reports to ensure a timely and up to date position can be considered as necessary.

Levelling Up Partnership

The Levelling Up Partnership is expected to be one of the additional workstreams delivered by the new additional capacity.

At the Budget Speech on 15 March 2023, Government announced Tendring as one of 20 places that would be selected to form Levelling Up Partnerships (LUP) with the then Department of Levelling Up, Housing and Communities (DLUHC), which the Leader of the Council reported to Cabinet on 17 March 2023. Partnerships could be allocated up to a maximum of £20m capital funding (CDEL) and up to £250k revenue (RDEL) dependent on projects decided by MHCLG ministers and subject to business case approvals by Treasury.

Cabinet was informed in December 2023 of progress with the Levelling Up Partnership. As forecast in that report, Government officials have visited Tendring between January and March this year to carry out a 'Deep Dive', reviewing data, documents, and meeting with key partners in the public and voluntary sector. At the request of Government the Council, along with partners, shared strategic documents and a pipeline of projects that could benefit from funding within 12 months of March 2024.

Government requested that funding was targeted at projects in the largest conurbation within the District, Clacton-on-Sea. Government was content that this could include Jaywick Sands, given its proximity to Clacton, the need for regeneration in the area, and the recently completed Place Plan, which included costs projects for delivery.

Following the Deep Dive Government ministers in DLUHC (now MHCLG) chose projects that they wanted local partners to deliver to a total value of **£19.79M** and requested additional detail on these them to enable civil servants to complete business cases, including assessing value for money, in support of Treasury approval for the projects.

The draft terms and conditions shared by the then DLUHC on 17 May state that projects should complete in two years, 2024/5 and 2025/6. It also states that "Any unspent funding in a financial year must be returned to DLUHC". This timeline is extremely tight for capital project delivery.

At the time of calling the Parliamentary election on the 22 May 2024 the Treasury had not approved individual business cases. On the 24 May 2024 the Government made the following announcement:

Five areas in England and Scotland have agreed with the UK Government the details of their Levelling Up Partnership funding. [...] Subject to local Cabinet approval, Tendring's Levelling Up Partnership will likely include measures such as £3m to redevelop Clacton Leisure Centre to provide sports facilities and integrated health and wellbeing services, £2m to unlock the delivery of an urgent treatment centre and primary care facility at Clacton Hospital, and £2.5m to provide a new walking route across Tudor Fields, alongside other interventions to support regeneration. All the Levelling Up Partnerships will be subject to business case

Since the Parliamentary General Election, the Council has been in correspondence with civil servants and at the date of writing, new ministers have not decided on the future of Levelling

Up Partnership funding. So Cabinet is asked to take a view on **the principle** of the Council delivering regeneration projects through a Partnership with Government as the Accountable Body for funding to achieve place-based regeneration in Clacton and Jaywick. The detail of particular projects would follow should a decision be taken by Government to fund, and would be reported to a subsequent Cabinet meeting.

Given the scale of this additional funding this Partnership sits outside the existing Budget and Policy framework of the Council.

RECOMMENDATION(S)

It is recommended that the Cabinet:

- (a) notes the increased capacity requirements on the Council's resources to deliver a number of projects and schemes highlighted in the report, in addition to responding to the Council's existing functions and responsibilities.
- (b) subject to (a) above, and the allocation of £1.000m of funding set out within item A.9 elsewhere on the agenda, a Project Delivery Unit is agreed to be established for an initial period of 24 months from the date of the first officer starting in role;
- (c) accepts:
 - (i) £90,000, made available by the Government as capacity funding to support the Levelling Up Partnership Project
 - (ii) a sum of £86,000 made available by the Government as capacity funding to support the Levelling Up Capital Project in Clacton
- (d) subject to (a) to (c), transfers both the £90,000 and £86,000 above to the funding of the Project Delivery Unit, bringing the total initial funding to £1.176m;
- (e) notes the Chief Executive will undertake the activities required to recruit the necessary capacity within the Project Delivery Unit, as Head of Paid Service (being non-executive functions);
- (f) recognising the impact on the Council, supports the Council acting as the Accountable Body for the Partnership to the benefit of Clacton and Jaywick, delegates entering into any agreements with Partners to the Corporate Director (Place and Economy), in consultation with the Section 151 Officer, and where necessary by entering into funding agreements with partners to do so;
- (g) recommends to Full Council to approve that Tendring District Council act as the Accountable Body for the Partnership (or alternative relationship determined by Government in revised policy), which forms part of the Council's Corporate Plan 24-28, 'Our Vision' and therefore, within the Policy Framework;
- (h) subject to (g) being approved by Full Council, the delegation by Cabinet in December 2023, can be exercised by the Corporate Director (Place and Economy) in consultation with the Section 151 Officer and the Monitoring Officer to enter into any agreements with MHCLG for this Partnership;
- (i) subject to (g) being approved by Full Council and Cabinet, and Government approving business cases for funding, the Portfolio Holder for Economic Growth,

Regeneration and Tourism be required to report to Cabinet the scope and details of the individual Partnership Projects together with the relevant Portfolio Holders taking the lead on delivery prior to implementation;

- (j) notes that the Chief Executive has nominated the Corporate Director (Place and Economy) as the lead officer for the Partnership;
- (k) notes the Levelling Fund and Capital Regeneration Projects Portfolio Working Party terms of reference will be extended to include this Partnership and Town Board matters.

REASON(S) FOR THE RECOMMENDATION(S)

The Council wishes to strengthen and deepen its project management capacity. Creating a team of additional officers will enable the Council to progress its agreed major capital delivery schemes, provide advice and systems for project managers across the organisation, and protect existing business-as-usual operations from the impact of major new projects taken on by the authority. In short, without this additional capacity the Council will not be able to deliver the projects under the Long Term Plan for Towns and Levelling Up Partnership and the opportunity to invest tens of millions in the district will be lost.

The recommendations are made to capitalise on the Government's funding opportunity to address key socio-economic challenges in Clacton and Jaywick, improve local infrastructure, enhance community services, and ultimately contribute to the long-term regeneration of the area. This is a once in a decade opportunity for Tendring to deploy investment on this scale, in addition to other levelling up funding, to be benefit of Clacton and Jaywick.

The recommendations are framed to meet the current situation, namely that: the Government announced support for the Levelling Up Partnership in May, but business cases are yet to be approved by Treasury, and new ministers have not decided on continuing with the Levelling Up Partnership policy and fund since the Parliamentary General Election on 4 July 2024.

ALTERNATIVE OPTIONS CONSIDERED

Project Delivery Unit

- 1. **To deliver within existing resources**. The Council considered continuing to deliver major projects within existing resources. The benefit of this approach is that it keeps a tight reign on revenue spend. However, it brings with it risks to the delivery of many millions of pounds of capital spend, with the increased risk of overspend, either due to late delivery, or not managing contractors and costs effectively.
- 2. To procure a company to provide additional resource. We explored the potential to contract in a company to provide additional capacity. This has the advantage of a quick turn around time once procurement was undertaken, as large companies have existing capacity. However, it is more appropriate for a small number of large projects that are clearly scoped with detailed requirements, rather than for a wider range of smaller

projects with emerging requirements, where the likely costs of a large outsourcing company would be not be value for money.

3. **To employ interims.** This has the benefit of pace, flexibility and control, as interim staff can be directly line managed, and are usually available on very short notice and expect to have fixed term appointments, not permanent contracts. However, there is a very significant cost to interims, quality is not always assured, and so with a fixed budget more capacity can be provided through a more a more traditional recruitment route. The Council remains open to the potential for interim recruitment depending on the outcome of its initial recruitment efforts.

Levelling Up Partnership

4. Not to accept the principle of entering the Partnership: This option was considered. Given the scale of the project work in the limited time available, and the risks to the Council if there were overspends at a time of tight finances, the option of not taking the projects forward was considered. However, it was ultimately dismissed as it would forfeit significant government funding and the opportunity to address important local issues.

PART 2 – IMPLICATIONS OF THE DECISION

DELIVERING PRIORITIES

The **Project Delivery Unit** will underpin the delivery of the Council's corporate priorities across the board. It will focus in particular on:

Celebrate business success, encourage culture, tourism and economic growth

- Develop a long term plan for Clacton-on-Sea working with partners in a Town Board
- We will Implement Levelling Up Fund, Capital Regeneration Partnership Projects and High Street Accelerator Schemes, taking these through design and planning.

However, the development of this new team will also protect the delivery of wider business as usual services, from environment to housing, as staff delivering and supporting those services will not be required also deliver new capital schemes. Furthermore, an effective Project Delivery Unit will reduce the financial risks of large-scale capital schemes, helping to meet the priority of financial sustainability for the authority.

The **Levelling Up Partnership** aligns with the Council's Corporate Plan approved in November 2023 depending on individual projects chosen by Government, the Partnership could help with priorities such as:

- Raising aspirations and creating opportunities:.
- Championing our local environment:
- Promoting our heritage offer, attracting visitors and encouraging them to stay longer. Endorsement of this view by Cabinet is recommended to Council to approve.

OUTCOME OF CONSULTATION AND ENGAGEMENT (including with the relevant Overview and Scrutiny Committee and other stakeholders where the item concerns proposals relating to the Budget and Policy Framework) If Cabinet agrees to fund the Project Delivery Unit, a restructure report will be submitted to and agreed by the Head of Paid Service. Affected staff will be consulted on the proposals, as will the Trade Union.

The proposed content of the Levelling Up Partnership has been chosen by ministers after a Deep Dive of civil servants speaking to over 45 key local stakeholders, including, community groups, businesses and public sector partners, and reviewing local strategies and plans, which themselves were based on consultations.

LEGAL REQUIREM	IENTS (in	cluding legislation & cor	nstitutional powers)
Is the recommendation a Key Decision (see the criteria stated here)	YES	If Yes, indicate which by which criteria it is a Key Decision	Significant effect on two or more wards Involves £100,000 expenditure/income Is otherwise significant for the service budget
		And when was the proposed decision published in the Notice of forthcoming decisions for the Council (must be 28 days at the latest prior to the meeting date)	22 May 2024

Project Delivery Unit

Staffing requirements for the Council are Non-Executive Functions and in accordance with Part 3, Schedule 2 (Part 3.9) of the Constitution, the Head of Paid Service approves regrading posts, restructuring and determining staffing levels; except where Section 4 of the Local Government and Housing Act 1989 applies.

Levelling Up Partnership

The Monitoring Officer has advised that due to the scale of the funding and breadth of work means that the Levelling Up Partnership sits outside the existing Council's Budget and Policy framework. As a result a report will be submitted to Full Council to approve recommendations from Cabinet. Cabinet can, however, allocate the funding of up to £1M as out within item A.9 elsewhere on the agenda to fund capacity required to deliver existing projects and schemes as highlighted within the Report (this element of the Report does not require full Council approval). As set out earlier, this amount is proposed to be complemented by the transfer of additional capacity funding made available by the Government.

The Levelling Up Partnership interventions and projects would be subject to additional governance if funding and business cases were approved by Government. Governance would approve detailed project level spend, with a report setting out delivery, spend and milestones.

The Monitoring Officer confirms they have been made aware of the above and any additional comments from them are below:

Full Council is responsible for the adoption of its Budget and Policy Framework, as set out in Article 4 of the Constitution. Both the Budget and Policy Frameworks are developed in accordance with their Procedure Rules, contained within Part 5 of the Constitution.

Cabinet at its meeting in November 2023 (Minute No. 65) referred to Levelling Up Partnerships and recalled that, at the Budget Speech on 15 March 2023, the Government had announced 20 areas which would be selected to form Levelling Up Partnerships (LUP) with the Department of Levelling Up, Housing and Communities, which had included Tendring on the list at number eight.

It was reported that Government officials would visit Tendring between January and March 2024 in order to carry out a 'Deep Dive'. This would be a review of data, documents, and meetings with key partners. To prepare for that process, a capital pipeline of projects would be developed. Government had requested projects which required funding within 12 months of March 2024, for example, purchasing land or property or implementing capital projects that had already been developed.

Government Ministers would make the ultimate decision on what the £20m would fund, and their officials would complete the business cases for the funding to demonstrate that they were value for money.

The announcement on the interventions for Tendring's Levelling Up Partnership was made by the then DLUHC on 24th May 2024.

The current Corporate Plan 24-28 was adopted by Full Council in November 2023. The concept of the District Council being an Accountable Body for nearly £20million working with partners was not anticipated at the time of adoption of the Council's Vision. Therefore whilst it could be regarded as reasonable that this approach forms within the "*Working with Partners to Improve Quality of Life*" theme, the scale and delivery period of the Levelling Up Partnerships, impact on the Council and the level of funding to which the Council will be accountable for, should be referred to Council for approval under Budget and Policy Framework Procedure Rule 2(j) (Part 5.14).

The Best Value Duty relates to the statutory requirement for local authorities and other public bodies defined as best value authorities in <u>Part 1 of the Local Government Act 1999</u> ("the 1999 Act") to "make arrangements to secure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness".

'Leadership' is one of the seven Best Value themes set out in the Statutory Guidance published in May 2024 and includes within its description "*Effective political and administrative leaders* who have a clear vision and set of priorities for their area, are key to building local economic growth, social cohesion and a healthy local democracy."

Two characteristics of a well-functioning authority are:

- Members provide quality leadership by setting a clearly articulated, achievable and prioritised vision for officers to follow that puts place and local people at its heart. Senior officers have the capacity and capability to provide the authority with effective strategic direction.
- The authority's corporate plan is evidence based, current, realistic and enables the whole organisation's performance to be measured and held to account. The authority's financial strategy and delivery arrangements are aligned with priorities in the corporate plan, and respond appropriately to local need, including the plans of partners and stakeholders.

Two indicators of potential failure under the Leadership theme are:

- A lack of corporate capacity or capability, resulting in a lack of strategic direction, oversight and sense of accountability.
- Corporate plan is out of date, unrealistic and unaffordable and/or has too many priorities.

The Council in its decision making must have regard to its Best Value Duty and statutory guidance produced in support of it.

FINANCE AND OTHER RESOURCE IMPLICATIONS

Project Delivery Unit

As set out within Item A.9 elsewhere on the agenda, it is proposed to allocate £1.0 million to support temporary posts in a delivery team. The team is expected to be operational for two years, and new posts will not be offered on a permanent basis.

Funding will cover the cost of salaries, pensions and on costs at the Council's standard rate of 30 percent.

Where external funding is available to support the costs of posts, it will be used. This funding includes £90,000 from the Levelling Up Capacity grant and £86,000 from Levelling Up Fund Capacity grant.

As mentioned earlier in the report, some costs of the Unit are likely to be 'chargeable' to capital projects such as the LUF and CRP schemes and therefore the Council will need to be alert and flexible to maximise value for money from the proposed £1m pound investment in capacity building.

All staffing arrangements will be managed in line with the authority's obligations under employment legislation.

Levelling Up Partnership

The proposed total funding allocated for the Levelling Up Partnership projects in Tendring is expected to be £19.79m capital and £100,000 revenue. This funding is in addition to £90,000 Levelling Up Partnerships Capacity Revenue Grant already provided top the Council. This funding will cover project costs, including planning, and implementation.

The draft terms and conditions shared by DLUHC on 17 May 2024 state that the works should be completed in two years, 2024/5 and 2025/6.

The Council will allocate the £90,000 LUP capacity funding and £86,000 from the Levelling Up Fund to the Project Delivery Unit budget.

Given the scale of delivery and the timeline for completion set by Government, Cabinet needs to be aware there is a risk some money will need to be returned unspent as not all money may be spent in time.

Levelling Up Fund, Capital Regeneration Projects and anticipated Levelling Up Partnership programmes, are outside the current resource allocation for Essex Procurement Service Level Agreement with the Council and so resources being allocated to deliver the schemes so far

have been within the existing funding and therefore has had a significant impact on Council business as usual procurements. The Project Delivery Unit includes funding for additional procurement resource within Essex Procurement Service to support the implementation of these programmes.

Yes The Section 151 Officer confirms they have been made aware of the above and any additional comments from them are below:

It is important to echo a point made within the Monitoring Officer Section above, relating to the importance of capacity and capability. Getting the balance right in terms of aspirations and delivery priorities is essential as the financial risk on the wider Council and the delivery of existing services is significant. It is noted that the proposals set out in this report seek to put in place the initial steps to support the Council in achieving this balance.

The above is equally important given the need to develop the forecast and identify the on-going savings and as set out earlier, the work and activities required to support its success cannot be underestimated as the importance of their delivery will underpin the financial sustainability for the Council alongside the delivery of priorities etc.

It is also important to mention the strong governance arrangements that need to be in place when acting as the accountable body, especially given the significant sums involved. To date the Council has successfully put in place the necessary governance arrangements associated with the various Levelling Up Schemes, which are expected to be 'transferrable' to the governance arrangements required to deliver any further schemes and projects.

USE OF RESOURCES AND VALUE FOR MONEY		
The following are submitted in respect of the indicated use of resources and value for money indicators:		
 A) Financial sustainability: how the body plans and manages its resources to ensure it can continue to deliver its services; 	The Project Delivery Unit aims to provide capacity to enable the Council to further improve the way it delivers regeneration programmes some of which have significant capital spend. The Unit is set up as fixed term investment and will be reviewed after 18 months. Without this additional capacity the external funding from government cannot effectively be delivered.	
B) Governance: how the body ensures that it makes informed decisions and properly manages its risks, including; and	The Council will better manage risks as a result of the increased capacity to manage regeneration programmes through the Project Delivery Unit.	
C) Improving economy, efficiency and effectiveness: how the body uses information about its costs and performance to improve the way it manages and delivers its services.	The Council will be better able to manage the costs and performance of its regeneration programmes with the increase in capacity associated with the Project Delivery Unit. This investment is primarily about efficiency – in order to better deliver regeneration programme outputs in an effective manner.	
MILESTONES AND DELIVERY		

Preliminary work on recruitment has been completed to enable quick delivery of the Project Delivery Unit. It will be set up and run as follows:

- Preparation to recruit:
- Restructure report agreed by Head of Paid Service
- Appointments made: August / September 2024
- Staff induction and on boarding: From September / October 2024
- Work plan set out by Project Delivery Unit: October 2024
- Review of Project Delivery Unit: March 2026

Levelling Up Partnership

There are 16 projects operation to individual timelines. However, there is a broad similarity in the over all approach to the projects, which will follow a version of the milestones below. Timings are indicative.

- Approval of business cases by Treasury July 2024
- Signing of MoU / T&C with DLUHC July / August 2024
- Writing specification of design works September 2024
- Commissioning design and feasibility works September 2024
- Agreement with ECC and the NHS to deliver projects signed December 2024 (for those completed by third parties)
- Design and feasibility works complete January 2025
- Planning permission lodged February 2025
- Planning permission determined April 2025
- Commissioning of construction works June 2025
- Contract signed for construction works August 2025
- Construction work starts September 2025
- Construction work complete March 2026

ASSOCIATED RISKS AND MITIGATION

Project Delivery Unit

Recruitment – The posts in the team are hard to fill, technical and specialist roles, and the recruitment challenge is further compounded by the short-term nature of the roles. However,

this will be mitigated by the use of a specialist recruitment campaign including the option of secondment, and if necessary, interims.

Short term nature of the Unit. There is a risk that the capacity will still be required in two years' time when the unit is due to close. A review after 18 months will enable the Council to consider the effectiveness of the unit and options for the future.

Link to wider organisation. There is a risk that the Unit develops an identity of its own and fails to successfully integrate with the rest of the Council or work effectively with partner agencies. The management of the Unit will focus on integration with the rest of the Council and in particular to develop close working relationships with the corporate professional teams within the Council.

Capacity risks: With the delivery of many millions of pounds of capital spend with limited capacity in the organisation, there is a risk of overspend, either due to late delivery, or not managing contractors and costs effectively. The development of the Project Delivery Unit is an opportunity to mitigate this risk with additional specialist officers. However, the Council will still need to make choices on which projects to prioritise, as this additional capacity is itself limited.

Levelling Up Partnership

The levelling up partnership projects could pose a significant delivery risk to the organisation. Nearly £20m to be delivered in a short timescale, which would likely require funding agreements with external organisations and commissioning private sector delivery partners. Recruitment of additional capacity helps to mitigate the risk, and the council will maintain a risk register for the programme to manage risks, but the scale of the programme remains substantial.

In the very short term while the Project Delivery Unit is set up there are significant capacity challenges which will ease as new staff come on board in the later summer and early autumn.

Delivery on time will remain a significant risk. Capital projects require design and construction works to be procured and completed, and some may require planning permission. These processes take time and can be subject to delay, even before construction starts. The aim of the Project Delivery Unit is to provide the capacity to manage the projects so support delivery within the programme. However, given the scale of the work and the expected tight timeline, it is recognised that delivery risks will remain high.

Overspends. With capital works of nearly £20M there is a risk of overspend, either as tenders come in higher than expected, or if there is cost escalation once works start, for example due to ground conditions. The project delivery unit includes a finance officer to ensure that there is oversight of the finances within the programme, and that the systems are in place to manage money.

EQUALITY IMPLICATIONS

Project Delivery Unit

In line with the Public Sector Equality Duty, public bodies such as the Council must, in the exercise of their functions, give due regard to the need to eliminate discrimination, harassment, and victimisation, advance equality of opportunity and foster good relations between those who share a protected characteristic and those who do not.

Levelling Up Partnership

Individual projects, if funded by Government, would need to develop EQUIAs.

SOCIAL VALUE CONSIDERATIONS

Project delivery Unit

Recruiting additional roles brings additional high skilled employment into the district. The Council aims to lead by example as a major local employer. This includes, following recognised best practice and ensuring full compliance with legislation.

Examples of this include, being a Disability Confident Leader and an Employer Recognition Scheme Gold Award holder; both commit the authority to being an advocate in these areas.

The Council is also an Anchor organisation. Anchor organisations are usually large organisations that are local to the place they operate and have the leverage to maximise social value through their role as workplace developers, employers and procurers, their core businesses and the linkages they have to the place they operate.

LUP

£19.79M of capital spend has the potential to provide an economic boost to the district, with local firms in the supply chain and local staff working on site, if business cases were approved by Government and funding secured.

IMPLICATIONS FOR THE COUNCIL'S AIM TO BE NET ZERO BY 2030

Meeting the Council's aim to be net zero will require the delivery of projects that reduce the carbon emissions of the authority. Some of these will be delivered directly by the Project Delivery Unit, such as Carnarvon Terrace, which is proposed to provide energy efficient buildings and increased EV charging. The increased capacity will also have an indirect positive impact on the net zero ambition by reducing the pressure on business as usual services, and so supporting their capacity to carry out net zero projects.

The carbon impact of the individual levelling up projects will be considered if they are funded.

OTHER RELEVANT CONSIDERATIONS OR IMPLICATIONS

Consideration has been given to the implications of the proposed decision in respect of the following and any significant issues are set out below.

Crime and Disorder	Increasing project delivery capacity may have some indirect benefits to reducing crime and disorder, given that the levelling up projects will in part seek to be secure by design, and reduce the opportunity for anti social behaviours
Health Inequalities	The project delivery team may have indirect benefit in reducing health inequalities, as the types of regeneration projects it is expected to deliver would support the wider determinants of health, such as improving skills and increasing jobs.

Subsidy Control (the requirements of the Subsidy Control Act 2022 and the related Statutory Guidance)	The is no subsidy control impact of recruitment, as the Council will go through an open process and the principle of the levelling up partnership does not impact on subsidy control. Any issue would be for a future report relating to specific projects.
Area or Ward affected	Project Delivery Unit will affect the whole district. In particular regeneration projects are targeted at Clacton, Jaywick and Dovercourt Levelling Up Partnership Clacton and Jaywick wards

PART 3 – SUPPORTING INFORMATION

BACKGROUND

The Council is responsible for the delivery of tens of millions of pounds of capital projects funded by Government, partner and its own resources. Projects include:

- £30.743M Levelling Up Fund: The Clacton Hub, Dovercourt Library and the Kingsway Improvements.
- £9.036M Capital Regeneration Projects. The Council is the Accountable Body for three projects delivered by Essex County Council: In addition, the Council is directly delivering Carnarvon Terrace in Clacton and Milton Road and Victoria Street in Dovercourt.

This is in addition to two major Housing Revenue Account Schemes:

- £2.40m Spendells House redevelopment. A former sheltered housing scheme being brought back into use as temporary accommodation.
- £3.250m Honeycroft scheme. Redeveloping the site of a former sheltered housing scheme with 13 one and two-bedroom bungalows to provide accommodation for those in the area seeking to downsize from a larger property.

And there are further projects in the pipeline

- £20M Long Term Plan for Towns, with £5m to be delivered by March 2027. The outline plan is on this Cabinet agenda.
- £20M Levelling Up Partnership, as set out in this report.
- £500,000 Green Spaces fund for High Street Accelerator

The Council is committed to identifying £3m of on-going revenue savings, which will also require additional invest-to-save projects to be brough forward, like the installation of pool covers recently completed within the leisure centres. As mentioned in previous financial reports, the level of resources required to not only develop the long term forecast but to deliver the required savings, should not be underestimated, especially when set against other existing commitments such as those mentioned above and Freeports project. There therefore needs to be a clear focus on the timely development of associated plans whilst managing competing resources over the coming months.

In addition to the above, the Council currently delivers projects including major capital schemes within Services, which are primarily responsible for day-to-day service delivery. The Council recognises that increasing project management capacity will enable it to deliver projects more effectively, and as a result, has the potential to reduce overspends and bring major capital schemes in on budget and on time.

In order to increase its project delivery capacity, the Council proposes to set aside £1 million to support a new Project Delivery Unit for two years. The proposed team, subject to approval of the funding and restructures being undertaken, will sit within the Economic Growth, Sport and Culture Directorate with expertise including:

- project management;
- capital delivery;
- programme governance;
- procurement;
- finance; and
- contract and property law.

Levelling Up Partnership

The Levelling Up Partnership is expected to be one of the additional workstreams delivered by the new additional capacity.

At the Budget Speech on 15 March 2023, Government announced Tendring as one of 20 places that would be selected to form Levelling Up Partnerships (LUP) with the then Department of Levelling Up, Housing and Communities (DLUHC), which the Leader of the Council reported to Cabinet on 17 March 2023. Partnerships could be allocated up to a maximum of £20m capital funding (CDEL) and up to £250k revenue (RDEL) dependant on projects decided by MHCLG ministers and subject to business case approvals by Treasury.

Cabinet was informed in December 2023 of progress with the Levelling Up Partnership. As forecast in that report, Government officials have visited Tendring between January and March this year to carry out a 'Deep Dive', reviewing data, documents, and meeting with key partners in the public and voluntary sector. At the request of Government the Council, along with partners, shared strategic documents and a pipeline of projects that could benefit from funding within 12 months of March 2024.

Government requested that funding was targeted at projects in the largest conurbation within the District, Clacton-on-Sea. Government was content that this could include Jaywick Sands, given its proximity to Clacton, the need for regeneration in the area, and the recently completed Place Plan, which included costs projects for delivery.

Following the Deep Dive Government ministers in DLUHC (now MHCLG) chose projects that they wanted local partners to deliver to a total value of **£19.79M** and requested additional detail on these them to enable civil servants to complete business cases, including assessing value for money, in support of Treasury approval for the projects.

PREVIOUS RELEVANT DECISIONS

N/A

BACKGROUND PAPERS AND PUBLISHED REFERENCE MATERIAL None

APPENDICES

None

REPORT CONTACT OFFICER(S)	
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Agenda Item 12

CABINET

26 JULY 2024

REPORT OF THE PORTFOLIO HOLDER FOR ECONOMIC GROWTH, REGENERATION AND TOURISM

A.4 INVESTMENT PLAN FOR THE CLACTON LONG TERM PLAN FOR TOWNS

PART 1 – KEY INFORMATION

PURPOSE OF THE REPORT

This report seeks Cabinet support on the direction of travel for the draft Long-Term Plan for Clacton, developed by the Clacton Town Board. The report also sets out the Council's responsibilities as the Accountable Body for ensuring good use of public funds.

The Clacton Town Board are due to review the draft Long Term Plan at its meeting on 19th July, and a copy will be presented to Cabinet, together with an update as an addendum to this report after this date. Due to the timescales being set by Government, they require a Long-Term Plan to be submitted by 1st August 2024.

EXECUTIVE SUMMARY

- Clacton on Sea was selected by the previous Government to receive a 10year endowment-style fund with £20million of funding and support. The funding was conditional on the development of a Long-Term Vision and Investment Plan (the Long-Term Plan).
- On 24 May 2024, Cabinet considered a report titled Progress with Town Centre Regeneration through the Clacton Long-Term Plan for Towns and Dovercourt High Street Accelerator. This report provided an update on the Long-Term Plan for Towns funding, including the formation of the Clacton Town Board, and the release of additional capacity funding to move to the planning stage of the programme.
- The Clacton Town Board is responsible for developing this Long-Term Plan, working closely with the local community. The guidance states that the Town Board may delegate drafting and/or submission of elements of the Plan to the local authority, but the Long-Term Plan must have been ratified by the Town Board
- The Cabinet approved the allocation of £30,000 of the capacity funding to support the community engagement and consultation in assist with the development and implementation of the Long-Term Plan. (The remaining £220,000 was delegated to the Portfolio Holder for Economic Growth, Regeneration & Tourism following recommendations from the Town Board on how best to use this money, in line with Government's Guidance.)
- The community engagement contract went out to tender, but this, and the business engagement, had to be put on hold due to the Government calling a General Election and the restrictions on publicity during the pre-election period.

- However, the Government did not extend the deadline for the submission of the Long-Term Plan, to allow for this loss of time, and therefore the Clacton Town Board will be submitting a plan with the caveat that they still intend to undertake community engagement, which could lead to some changes in the prioritisation of funding in years two and three. Also to note that Government did not provide the compulsory template for the Investment Plan, which would set out the investment priorities for the first three years, and which should be attached to the plan, so this will be submitted later.
- The guidance does allow the Clacton Town Board to draw on existing consultations and the draft Long-Term Plan is underpinned by evidence gathering and strategic analysis of past community and business consultations (The headlines from those consultations are outlined under the Community Engagement section of this report).
- The draft vision for the Long-Term Plan has been shaped by evidence gathering and analysis of community and stakeholder aspirations, supported by workshops with stakeholders and the Clacton Town Board. It highlights some of the unique characteristics and strengths of Clacton, which we will build on to transform the economic and social prosperity of the town. The draft vision sets out three themes and the principles that underpin these are detailed in the Plan.
 - How we transform we want Clacton to be a vibrant and thriving seaside town, that builds on its strong sense of identity and is where the people are proud to live.
 - How we inspire we want to foster an environment where every resident, regardless of age, can realise their full potential and achieve their aspiration. We want to develop inclusive opportunities for education, employment, and skills development.
 - How we connect we want every individual, whether resident, business, or visitor to feel connected, valued and part of something greater.
- The plan also sets out the strategic case for change based on the data pack provided by government, alongside more granular level data, and the strengths and opportunities for Clacton (see Background).
- The Long-Term Plan is not required to provide project level information at this stage, but a high-level budget at *theme* level for the first three years, with *intervention* level information for year one. The themes set out in the guidance of the Long-Term Plan for Towns are:
 - Safety & Security
 - High Streets, Heritage, and Regeneration
 - Transport and connectivity
- The list of interventions provided by Government (see Background) are those which have already been assessed as having a strong case for investment, value for money and benefit-to-cost ratio. The Clacton Town Board have selected from this list of interventions, and therefore a business case will not be required as part of the assessment process by Government. (This is intended to simplify the process as far as possible and reduce bureaucracy).
- The Clacton Town Board is complying with the condition that there will be at least one intervention per investment theme covered in the Long-Term Plan.

- The Long-Term Plan is focused on interventions within the Boundary Map agreed with Government as set out in Annex 2, although it could also benefit residents from a wider area.
- The timescale for the development of the Long-Term Plan was exceptionally tight, and has been disrupted by the General Election, both in terms of the restrictions imposed in the pre-election period around consultation, but also in terms of capacity within the Council. In lieu of clear guidance on whether the Long-Term Plan for Towns funding will be honoured by the new Government, the Clacton Town Board will go ahead and submit a draft Long-Term Plan by the deadline of 1st August (which has not been extended despite the election) but acknowledging further work will be needed.
- Once the Long-Term Plan is approved by Government, the Clacton Town Board can determine which projects are prioritised for funding, subject to an agreed process with The Council as the Accountable Body, which will consider:
 - the strategic fit with the aims of the Long-Term Plan
 - o how they attract greater investment into Clacton
 - what outputs they deliver (economic and social value)
 - o their deliverability
- In addition, as set out in our Assurance letter (see Finance below) the Council will further assess:
 - o compliance with the Subsidy Control Act
 - o the project risks
 - o compliance with the Council's procurement procedures.
- The Council acknowledges that the Long-Term Plan at this stage is still in draft and may require further amendments following feedback from Government, and the publication of the Investment Plan template, but we are confident that it is compliant with the guidance and is proceeding in the correct way, despite delays and some uncertainty caused by the General Election, and therefore is happy to recommend it for support prior to submission.

RECOMMENDATION(S)

It is recommended that Cabinet:

- a) supports the draft Clacton Long -Term Plan for submission to Government;
- b) notes the Long-Term Plan is delivered by the Town Board, with the Council acting as Accountable Body;
- c) delegates the implementation of the Plan to the Portfolio Holder for Economic Growth, Regeneration & Tourism following recommendations from the Town Board, in line with Government's Guidance, with the governance procedures supporting this process to be determined;
- d) subject to (c) any such Executive decisions will require a report in support explaining the projects and made following consultation with the Chief Executive and Section 151 Officer, taking into account the latter's responsibility relating to the

management of funds and to submit a Statement of Grant Usage and an Assurance Letter to Government.

REASON(S) FOR THE RECOMMENDATION(S)

The Council is committed to building pride in the district, championing the local environment and regenerating the area. The funding provided by Government under the Long-Term Plan for Towns will support the Council to implement its priorities in Clacton, working in partnership with others on the Clacton Town Board.

The Council agreed in March 2024 to take forward the Long-Term Plan for Towns in its highlight priorities for 2024-25. The planned physical improvements and regeneration initiatives in Clacton are ready to bring substantial benefits not only to their residents but also to visitors from across the district and beyond.

We are satisfied that the Clacton Town Board, whilst developing the draft Long Term Plan, has followed the due process as set out in the government guidelines namely:

- 1. the Plan aligns with the programme's investment themes: safety and security, high streets and regeneration, and transport and connectivity, and there is at least one intervention per theme.
- 2. that whilst the Clacton Town Board were unable to go out to consultation in June, the Plan has been developed with the local community and residents based on the outcome of previous consultations, and is therefore reflective of their priorities; and
- 3. that the Council will put in appropriate processes and controls will be in place to deliver the programme effectively.

ALTERNATIVE OPTIONS CONSIDERED

The alternative option is not to support the Clacton Town Board's draft Long-Term Plan. This option has been considered, however, the scale of benefit for Clacton in helping to address problems around safety, in supporting both the short and long-term improvements in the town centre, and improving connectivity, is significant. The Plan enables the Council to work with other key stakeholders to jointly address issues, which have been raised by the local community in previous consultations. By working in partnership through the Board we can share skills, knowledge and resources, and the funding can also be used to attract further investment into Clacton.

PART 2 – IMPLICATIONS OF THE DECISION

DELIVERING PRIORITIES

Corporate Plan (2024-2028)

The Council has adopted a new Corporate Plan – a key document which lays out the high-level priorities for the authority over the next four years. The Long-Term Plan for Towns and Accelerator projects meet the following themes in the plan:

- Pride in our area and services to residents
- Raising aspirations and creating opportunities
- Championing the local environment
- Promoting local heritage
- Working with partners to improve quality of life

Highlight Priorities 2024-25

On the 12th March 2024 the Council set out its highlight priorities for 2024-25, which included delivering the Long-Term Plan for Towns under the raising aspirations and creating opportunity's theme.

We will celebrate business success, encourage cultural, tourism and economic growth: **B1** Develop a long-term investment plan for Clacton-on-Sea working with partners in a Town Board

Economic Strategy 2020-24

The Tendring Economic Strategy was updated in 2020. The Strategy uses evidence from Office of National Statistics to demonstrate that there have been some important changes in the district's economy in recent years which require a change in approach.

The successful Levelling Up application complements the following areas for Action set out in the Strategy

- The Clacton Town Board is a new opportunity to bring together partners in the town to develop and drive action to rejuvenate and increase footfall into the area.
- The Long-Term Plan for Towns will further the Council's development of high-quality public realm projects increasingly attractive place for people to visit, capitalising on the growth in tourism locally.

Tendring District Council Local Plan 2013 - 2033

Delivery of these projects will align with the following strategic objectives set out in Section 1 of the Local Plan, adopted on 26th January 2021:

- Fostering economic development
- Providing new and improved transport and communication infrastructure
- Ensuring high quality outcomes.

OUTCOME OF CONSULTATION AND ENGAGEMENT

Community engagement is a key aspect of the Long-Term Plan for Towns, so plans should reflect local priorities and be co-designed with communities, businesses, and residents, drawing on available evidence and data. The requirement for the Town Board to produce a 10-year vision requires clear evidence that the Town Board is community led, including through its

membership, ways of working and distinction from the local authority, and evidence of buy-in from local businesses, civil society and communities. It should describe how these stakeholders have been engaged to date, and how that engagement will continue going forward.

Due to the Government calling a General Election, the consultation, planned to take place in June, had to be put on hold. However, the guidance does allow us to reflect on other recent consultations, that are relevant to the Long-Term Plan for Towns themes, so the Plan takes into account outcomes of the following consultations, which have taken place within the last three years:

- Clacton Business Survey
- Tendring Bus Passenger Survey
- Pedal Power survey
- Levelling up in Practice (Onward) Report and Focus Groups
- Women's safety in public places mapping/survey
- Safer Streets project
- Tendring Community Safety Strategic Assessment (including data from the Safer Essex Community Safety Survey, ECC Resident Survey, and Essex Police Public Perception Survey).
- Tendring District Council Corporate Plan consultation
- High Streets Task Force report
- VVU Youth Voices Listening Report
- Turning the Tide report

Below is a summary of the consultation findings, categorised within the three Long-Term Plan themes:

Safety & security

- Based on the Women's Safety in Public Places interactive map, the community reported feeling unsafe in 4 key locations within Clacton: Rosemary Road, Pier Avenue, Jackson Road, and West Avenue.
- Anti-social behaviour was a common theme with residents most concerned about fly tipping, drunken behaviour, and groups dwelling within the town centre.
- Focused engagement with young people highlighted concerns around poorly lit areas, apprehension about youth violence. The two most popular activities young people confirmed they would like to see more of were sports and gyms for teens for reducing anti-social behaviour and perceptions of crime within the town centre.

High streets, heritage & regeneration

 In addition to anti-social behaviour and safety, other key themes including addressing empty shops and the range of shops in the town centre, more events to boost footfall, and improvements to public realm to create a more inviting and safe space. People feel that the physical environment being cleaner and greener is integral to creating a good high street, building a sense of community through affordable events within safe spaces. • Residents value the culture and heritage of the area and natural asset of the beach but want greater focus on a variety of events.

Transport & connectivity

- The length of journeys, value for money and frequency of public transport were highlighted as priorities, including alignments between train and bus services.
- Sustainable travel has seen a rise in the last few years as a direct result of the Essex Pedal Power programme and infrastructure improvements from Jaywick to Clacton, which is supported by GPS data highlighting journey frequency and key destinations visited by participants. However, residents have cited that greater connectivity within the local area would increase access to services and facilities and support health and wellbeing within the community.
- Whilst there is support for walking, cycling, and public transport infrastructure, parking remains a topic of particular concern in Clacton, and improved parking facilities are often requested. Perceived lack of parking is sited by some businesses as having an impact on their trade.

The Clacton Town Board still plans to outsource further engagement, with community and voluntary groups, in addition to undertaking further visitor and business engagement to inform future priorities but will do this along-side some immediate activities to clean up and improve the appearance of the town.

LEGAL REQUIREMENTS (including legislation & constitutional powers)			
Is the recommendation a Key Decision (see the criteria stated here)	yes	If Yes, indicate which by which criteria it is a Key Decision	 Significant effect on two or more wards Involves £100,000 expenditure/income Is otherwise significant for the service budget
		And when was the proposed decision published in the Notice of forthcoming decisions for the Council (must be 28 days at the latest prior to the meeting date)	Approval for the Plan for the Long-Term Plan for Towns was added on 24 June 2024

The Monitoring Officer confirms they have been made aware of the above and any additional comments from them are below:

In accordance with the Government's (then) Department of Levelling Up, Housing and Communities Long Term for Plans Guidance for local authorities and Town Boards, published on 18 December 2023 and updated in May 2024, the Council remains the accountable body for funding and executing plans, Town Boards are responsible for developing the Long-Term Plan, working closely with local people.

Local authorities are being encouraged to help empower the Town Board in realising the role and driving forward a community-led vision for change. This may include providing advice and support on legal duties like impact assessments, to help leaders with non-public sector backgrounds navigate those requirements they may be less familiar with.

Where the grant is awarded via a non-Grant Funding Agreement (GFA) route, and the recipient is a local authority, the first line of defence is provided by the local authority and is the responsibility of the Chief Finance Officer (Section 151 Officer) as they act at an operational management level within the local authority in receipt of the funding.

The Chief Financial Officer will be required to submit a Statement of Grant Usage and an Assurance Letter to MHCLG. The Chief Finance Officer will be required to provide written confirmation that they have undertaken to actively apply all the necessary checks to ensure proper administration of its financial affairs regarding the funding programme, particularly in respect to financial administration and transparency of governance. The first line of defence will also include compliance checks to ensure the governance requirements around the Town Board are being met.

Accountable bodies must work with all their stakeholders to understand how proposed projects can be delivered in compliance with subsidy control. Accountable bodies should use the assessment framework as well as drawing on their responses in the wider proposal (particularly any deliverability information) in assessing subsidy control.

The Council's Annual Governance Statement (AGS) (a statutory document which sits alongside the Statement of Accounts, which is inspected by External Audit and which follows the CIPFA format) covers the seven principles of Local Code of Governance (for Local Government) and expects adherence with Principle E - Developing the Council's entity, including the capacity of its leadership and the individuals within it. Within the AGS for 2023/24, the Council stated it would review departmental plans against the new Corporate Vision to incorporate resources / capacity to deliver priorities, projects, and service provision. Applications for external funding and submission of expressions of interest must be made with consideration to resource and capacity to deliver in addition to existing commitments and service provision.

The Council must ensure that it is performing its statutory Best Value Duty with regards to the use of resources and service delivery. Best value authorities must demonstrate good governance, including a positive organisational culture, across all their functions and effective risk management. Cabinet's attention is drawn to the Government's Statutory Guidance issued on 8th May 2024 "Best value standards and intervention: a statutory guide for best value authorities"

www.gov.uk/government/publications/Best Value Standards and Intervention Statutory Guide for Best Value Authorities 08.05.24

It is acknowledged that due to the timescales and events highlighted within the report it has not been possible to fully develop a Long-Term Plan and Investment Plan as required by the Guidance. However, in light of the deadline, Clacton must submit a document which broadly complies with the guidance and government policy. It is envisaged that further work will be required before any further funding would be released (in accordance with the processes described within the guidance) to support the delivery of any projects due to be implemented.

If projects come forward in the plan at a later date that seek to use the Council's powers and/or are the Council's responsibility, these will need to be reviewed and approved by the Council.

FINANCE AND OTHER RESOURCE IMPLICATIONS

- The Long-Term Plan for Towns provides £20million of funding and support over the next ten years. Government have confirmed that the Long-Term Plan for Towns Funding will be 25 percent resource (RDEL), 75 percent capita (CDEL). There is an allocated annual sum (see below), but this can be reprofiled/carried over to the following financial years if agreed with MHCLG as part of the Investment Plan submission. (By moving the capital spend into later years we can better prepare projects and coordinate resources with other capital programmes such as the Levelling Up Partnership.)
- The funding includes the £250,000 capacity funding to support the development of the investment plan, already received.

I hree-year allocation to March 2027					
	23-34	24-25	25-26	26-27	Total (£m)
RDEL	50	449	443	449	1,391
CDEL		491	1,605	1,605	3,701
Total					5,092

In terms of The Council's role as Accountable Body we will need to comply with the following assurance processes:

- Our Chief Financial Officer will be required to submit a Statement of Grant Usage and an Assurance Letter to MHCLG alongside the Long-Term Plan (when the Investment Plan template has been released by Government and agreed by the Clacton Town Board)
- The Council's Assurance will set out that public funds will be managed appropriately includina:
 - Our capacity & capability (i.e. the Council's resource, experience & skills);
 - How we will award funding on behalf of the Town Board to organisations delivering the projects
 - Subsidy Control (to ensure the requirements of the Subsidy Control Act (SCA) are met):
 - o Procurement (describing how the Council will ensure that any funds delivered through the programme, including by third parties, will comply with the appropriate public contract regulations);
 - Public Sector Equality Duty (how the town has considered public sector equality duty in the design of their investment plan, and how they will consider their public sector equality duty when implementing the investment plan); and
 - Risk (how the town will manage and mitigate delivery, fraud, and financial risk).
- The Chief Finance Officer will be required to provide written confirmation that they have undertaken to actively apply all the necessary checks to ensure proper administration of the local authority's financial affairs regarding the funding programme, particularly in respect to financial administration and transparency of governance. This should also

include compliance checks to ensure the governance requirements around the Town Board are being met.

• The Council will work closely with the Town Board to agree processes and procedures for management of the Fund. This should include developing and embedding an accountability structure that ensures the Town Board can make effective decisions around the allocation of funding to projects, whilst also allowing the local authority to maintain direct oversight of financial decisions as the accountable body.

X The Section 151 Officer confirms they have been made aware of the above and any additional comments from them are below:

As set out elsewhere in this report, strong governance arrangements need to be in place when acting as the accountable body, especially given the significant sum of money involved and when working with partners. To date the Council has successfully put in place the necessary governance arrangements associated with the other various Levelling Up Schemes, which are expected to be 'transferrable' to the governance arrangements required to deliver the action plan proposed.

It is also important to highlight the point made elsewhere in this report for the need to have in place the right level of financial capacity, which is also supported by the proposed establishment of a Project Delivery Unit elsewhere on the agenda.

USE OF RESOURCES AND VALUE FOR MONEY

The following are submitted in respect of the indicated use of resources and value for money indicators:

indicators.	
 A) Financial sustainability: how the body plans and manages its resources to ensure it can continue to deliver its services; 	The Council recognises that these additional town's projects bring in additional resource to accelerate the delivery of the council's ambitions for pride of place and meet the Council's 2024/5 highlight priorities. However, at the same time the Council is mindful of the strain this can place on the authority during the accelerated period of delivery. As a result, we are developing proposals to target our resources on project delivery.
	As project proposals are developed for the Long-Term Plan for Towns the Council will ensure the need for sustainability is taken into consideration – so that the council is not setting up long term financial liabilities from short term additional funding from government.
B) Governance: how the body ensures that it makes informed decisions and properly manages its risks; and	The Council recognise the key risks to manage this programme is the capacity of the Authority and its partners to deliver, the relationship with the town centre partnerships, and the risk of project overspend, and is resourcing the projects to enable these risks to be managed, working within the service and with the wider corporate organisation. Additional resources could be required within finance, legal, procurement and assets to take forward project proposals to enhance the town centre.

	Decisions to implement the requirements of external funding should address resource implications.
and effectiveness: how the body	The cost and performance of the projects under the Long- Term Plan for Towns will be monitored by Government, which strengthens the ability to understand the effectiveness of the interventions.

MILESTONES AND DELIVERY

The milestones below are based on those in the Long-Term Plan for Towns guidance and are subject to change.

- 5 April 2024: Submission to government of update confirming the set-up of the Town Board, indicative budget, and compliance with guidance.
- MHCLG releases the next £200,000 of capacity funding to support the development of the Long-Term Plan, including additional community engagement activity
- 1 August 2024: Town Boards submit their Long-Term Plans (comprising their 10-year vision and Three-year investment plan) to government.
- If amendments are required by Government these will be returned for revisions.
- MHCLG assess plans as they come in, and release 2024 to 2025 capital and revenue funding once plans are approved.

ASSOCIATED RISKS AND MITIGATION

Change in Government

There is a significant risk that this money will not be released due to the change in administration in national Government, or it will be significantly delayed. At the time of writing the deadlines have not changed but the template required for the three-year investment plan has not yet been released.

Capacity and delivery

The Council needs to manage the delivery risks of the projects, given the Council is also tasked with other levelling up schemes, business as usual, and work to secure long term financial sustainability. The Council is planning the work to ensure there is sufficient skilled resource to project manage, commission, procure, and manage legal and financial arrangements to deliver projects. However, in prioritising this and other government funded programmes, the Council may need to decide to deliver other work to a longer time scale and may not be able to take on new opportunities that emerge while these projects are underway.

Finance

There is a risk that there is no clear line of accountability between the Clacton Town Board and the Council, as the Accountable Body, and this could lead to over-commitments or mismanagement of funds. The Council will ensure that we have sufficient budget and risk management processes in place so that decisions can be taken to progress or stop projects or the programme if needed. There is clear process in place that sets out the Council's role.

If the Council is allocated funding for project delivery, particularly for capital projects, there is a risk of financial overspend. The Council will ensure that there is a finance officer to ensure there is oversight of the finances within the programme and that systems ae in place to manage money.

Engagement

There is also an engagement risks, with the relationship between the Council and the Towns Board to be set out clearly. Terms of Reference have been adopted by the Clacton Town Board which help to clarify the relationship between the Council and the partnerships and set out roles and expectations.

Communications

There are communication risks when projects are developed closely with the local businesses, community groups and residents, which may be made public ahead of time. A communication protocol has been developed to mitigate this risk with the Clacton Town Board.

EQUALITY IMPLICATIONS

It is not anticipated that the Long-Term Plan will adversely impact on any groups with protected characteristics. Individual projects will need to take equality impacts into consideration in their development and design.

SOCIAL VALUE CONSIDERATIONS

The suite of funding opportunities available under the government funded programmes are targeted towards areas which have a need for economic recovery and growth, and a need for regeneration. The funding set out in this report have a particular focus on town centres and offers the opportunity to regenerate, encourage new businesses and public services to locate there. There is also the opportunity to provide a better place for residents and visitors to enjoy, socialise and support the growth in the largest high streets in the district. This provides significant social value.

IMPLICATIONS FOR THE COUNCIL'S AIM TO BE NET ZERO BY 2030

The projects under this programme are not expected to have a significant impact on the Council's ambition to be net zero, in relation to scope one and two direct emissions by the authority and in its use of electricity.

It is possible that the long-term plan for towns projects will have an impact over time, especially under the theme of transport and connectivity, as it may have an impact on the use of motor vehicles. However, at this stage the detail of projects is not known and so it is not possible to assess the likely impact.

OTHER RELEVANT CONSIDERATIONS OR IMPLICATIONS

Consideration has been given to the implications of the proposed decision in respect of the following and any significant issues are set out below.

Crime and Disorder	The Long-Term Plan has been specifically aimed at
	decreasing anti-social behaviour. Police are represented
	on the Clacton Town Board ensuring all projects are

	delivered taking into consideration guidance on crime and disorder.
Health Inequalities	These funds have the potential to positively impact health inequalities, providing an opportunity to address challenges with regards to accessibility in the town centre, as well as the addressing the wider determinants by creating more jobs and a better environment. There is also the opportunity to improve walking and cycling access, provide green spaces and improve the offer for residents and visitors alike supporting improved mental health, improving perception and pride in place.
Area or Ward affected	Bluehouse, Cann Hall, Coppins, St James, Pier, St Pauls, East Cliff, St Bartholomew's, Burrsville, St Johns.

PART 3 – SUPPORTING INFORMATION

BACKGROUND

- On 15 December 2023, Cabinet considered a report titled Government Funding Opportunities for Tendring. This report provided further information on the Long-Term Plan for Towns Funding, which was announced on 1 October 2023. Clacton-on-Sea was one of 55 towns selected to receive a 10-year endowment-style fund with £20million of funding and support. The funding would need to be underpinned by an investment plan overseen by a new Town Board, in consultation with local people.
- The Cabinet approved the delegation of the formation of the Board to the Portfolio Holder for Economic Growth, Regeneration & Tourism (15 Dec 2023) and the Board, including the appointment of an independent chair, was established by 1st April 2024. The Terms of Reference and governance arrangements were submitted to, and approved by, Government in May 2024.
- The Clacton Town Board, supported by the Council, were required to develop a single Long-Term Plan to be submitted to the (then) Department of Levelling Up, Housing and Communities by 1st August 2024. In line with the guidance the plan will identify the measures under the three broad investment themes: safety and security, high streets, heritage and regeneration, and transport and connectivity.
- Government has supported the Long-Term Plan for Towns with a £250,000 capacity funding, which can be used to support public engagement and to develop the plan. In May 2024, the Cabinet approved £30,000 of the funding for community engagement and the remaining money to be delegated to the Portfolio Holder, subject to approval by the Clacton Town Board.
- The Long-Term Plan for submission must consist of a:

- 10-year vision for the town the strategic vision for the town; where, why, and how funds will be targeted over the 10-year period taking account the town's challenges and opportunities.
- 3-year investment plan a more detailed plan outlining the interventions the Board wishes to pursue within each investment priorities across the first three-year period of the programme, how funding will be indicatively allocated to specific intervention areas, when interventions will be delivered, the proposed route to market (where appropriate) and the management arrangements for the funding. This will set the baseline against which regular progress monitoring will occur. (There is a compulsory template for this which has not yet been released by Government.)
- The guidance states that the plan should set out strategic case for change based on:
 - data, including the data pack provided by the Government <u>Clacton-on-Sea -local</u> <u>data profile (publishing.service.gov.uk);</u> and
 - engagement with the local community, but previous consultations outcomes can be used where appropriate.
- All activity to be undertaken within the Long-Term Plan for Towns programme must align with the *investment themes* and *interventions* outlined in the December 2023 guidance. The interventions are high level, for example: *Funding for place-based regeneration and town centre and high street improvements*. The full list of interventions can be found here: Long-Term Plan for Towns: guidance for local authorities and Town Boards - GOV.UK (www.gov.uk).
- The Long-Term Plan must complement existing or planned provision in the local area and be non-duplicative. The Town Board is encouraged to consider how the interventions they are seeking to pursue through the Long-Term Plan for Towns programme complement other government funding in the locality. At the time of submitting the Long-Term Plan the Council is awaiting confirmation of other major funding from Government, and this could complement or influence which projects the Clacton Town Board decides to take forward.

PREVIOUS RELEVANT DECISIONS

Cabinet report 24 May 2024

Cabinet Report 6 October 2023

Cabinet Report 15 December 2023

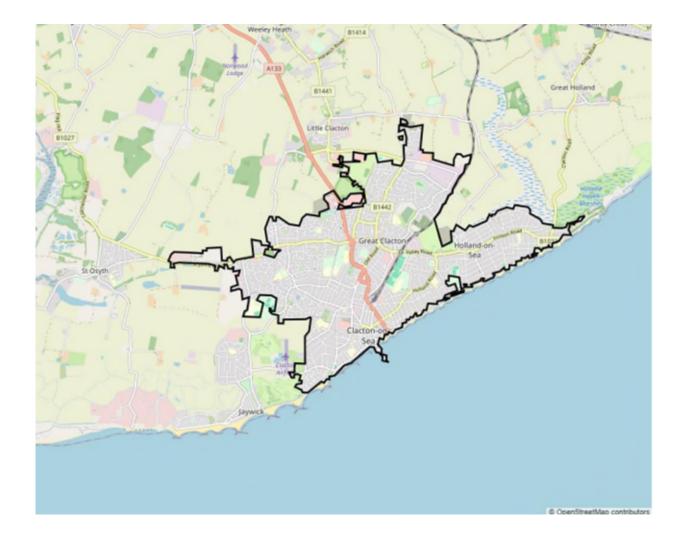
Clacton Town Board Set Up: Decision 1 March 2024

BACKGROUND PAPERS AND PUBLISHED REFERENCE MATERIAL

Regeneris Report (tendringdc.gov.uk)

Name	Samantha Jones
Job Title	Regeneration Programme Manager
Email	sjones@tendring.gov.uk

Annex 1 Long-Term Plan (to follow) Annex 2 Clacton-on-Sea Long Term Plan boundary map



Agenda Item 13

CABINET

26 JULY 2024

REPORT OF THE PORTFOLIO HOLDER FOR ECONOMIC GROWTH, REGENERATION AND TOURISM

A.5 <u>UPDATE ON OFFICER INVESTIGATIONS OF MILTON ROAD AND VICTORIA</u> <u>STREET, DOVERCOURT SITES</u>

PART 1 – KEY INFORMATION

PURPOSE OF THE REPORT

To note progress of the Officer investigations into the opportunity to bring forward the Milton Road element of the Dovercourt scheme from the Capital Regeneration Project funding, and to agree the demolition of Milton Road car park and 20 Victoria Street, and to agree drawdown of Capital Regeneration grant funding complemented by £250,000 as set out in this report to progress this work.

EXECUTIVE SUMMARY

Capital Regeneration Project Funding

- On 23 June 2023 Cabinet considered a report titled 'Clacton Civic Quarter Levelling Up Fund (LUF) Bid, Dovercourt Town Centre Improvement Corridor Capital Regeneration Project (CRP) Bid'. This report recommended approval of the Heads of Terms for two funding agreements to be developed between Tendring District Council (TDC) and Essex County Council (ECC). Further information on the funding agreements can be found in previous Cabinet reports (see previous relevant decisions below).
- On 6 October 2023 Cabinet considered a report titled 'Levelling Up Fund and Capital Regeneration Projects Progressing the Projects to Planning Permission'. This report recommended drawing down a further £1,898,421 from the remaining match funding of £2,041,460, to cover professional fees for all stages of the project.
- On 19 April 2024 Cabinet considered a report titled 'Financial Performance Report 2023/24 - General Update at the end of December 2023' and agreed to determine the mix of funding from the Council's own approved contribution and the money made available by the Government to support both the LUF Scheme in Clacton and the CRP Scheme in Dovercourt, within financial parameters previously agreed and until the next significant project milestones are reported to Cabinet.

Dovercourt Town Centre Improvement Corridor Change Request and Homes in Dovercourt scheme

 On 7 February 2024 the Council submitted a change request to government in relation to the delivery of the Dovercourt Town Centre Improvement Corridor CRP scheme. This change request was to allow the Council to relocate the housing element of the scheme. At time of bid submission, the housing element was planned to be sited at the location of Milton Road car park, however the change request suggested the relocation of the housing element to the two derelict sites at Victoria Street, Dovercourt, and the demolition of the existing structure at Milton Road car park, with the subsequent reinstatement of ground level car parking. Cabinet agreed the acquisition of these sites on 17 June 2022, and the Council completed the acquisition on 8 February 2024. On 7 May 2024, Government advised the Council that the change request had been approved.

- Following the approval of the change request, on 24 May 2024, Cabinet requested that officers investigate the opportunity to bring forward the Milton Road element of the Dovercourt scheme and report the outcome back to Cabinet in the context of the wider scheme.
- The change request brings with it additional pressure on the project budget as the scheme now includes the regeneration / development of two sites rather than one under the original proposals. It is also worth highlighting that there is likely to be additional financial pressure due to the two brown field sites at Victoria Street including the former site of the Victoria Hotel, whose ground condition has not yet been assessed. Experience of the Orwell Place carpark development is that there is the potential for extensive ground contamination in Dovercourt. And further it requires works to take place on three sites rather than one, with works still required to replace the two-level Milton Road carpark with a flat carpark.
- As a result it is prudent to assign additional funding to the project to bolster the contingency and create a 'risk pot' that can be drawn down, if required, to tackle unforeseen issues with the development, including but not limited to ground conditions and cost inflation.
- With the above in mind, as set out within Item A.9 elsewhere on the agenda, it is proposed to set aside **£0.250m** to complement the existing CRP funding and support the emerging changes to the project.
- On 7 June 2024 it was agreed via Officer Decision to progress operational issues relating to clearance of the sites at Milton Road and Victoria Street, including site clearance of rubbish and overgrowth, making safe the sites for access, carrying out initial surveys (topographic and utilities) at the Victoria Street sites, and party wall matters.
- This report sets out the benefits to bringing forward the Milton Road and 20 Victoria Street demolitions, along with the anticipated costings, and requests a drawdown of the awarded Ministry of Housing, Communities and Local Government (MHCLG, formerly DLUHC) grant funding, to progress the demolition by an external contractor procured following the Council's procurement procedure rules, which will be complemented by the creation of the proposed 'risk pot' mentioned above.
- The Milton Road Carpark, which comprises 35 spaces on a ground and upper floor, is beyond its useful life and has been closed since the opening of the Orwell Road Carpark and events space opposite in September 2023.
- However, demand remains for additional parking in Dovercourt, in particular on market days (Friday), and when Orwell Place is used as an events space, which is up to 14

times a year. The design of the future carpark at Milton Road is currently underway, with consultation taking place in July and August 2024 on designs.

- The building at 20 Victoria Street is derelict, fire damaged, and beyond repair and so for the project to progress with the development of new properties, it is required to be demolished.
- The proposed demolition of the existing structures can be completed without planning permission, which can therefore be undertaken ahead of the rest of the project that is in the design stage. Following the determination of planning permission for the full project in early 2025, the tender for the main construction works will be let, followed by award and then construction.
- Bringing forward the demolition to Summer / Autumn 2024 has the following potential benefits:
 - Cost certainty now rather than potential inflationary pressures later
 - Releases any unused risk allowance to be included in the overall development budget
 - Reputational advantage of undertaking works committed which will increase site safety and security for the public and neighbours
 - Better informed subsequent design, as any unknown risks via demolition will have been resolved prior to the start of the main works and so it de-risks the project's delivery
- However, as with all construction projects there are risks, most notably that the tender price comes in ahead of cost estimations, which could require a review of the overall project, leading to a potential requirement for redesign or value engineering, and so an impact on the overall project timeline.

RECOMMENDATION(S)

It is recommended that Cabinet:

- a) agrees, subject to the full level of required funding being allocated, to the demolition of Milton Road, Dovercourt car park;
- b) agrees, subject to the full level of required funding being allocated, to the demolition of the dangerous structure at 20 Victoria Street, Dovercourt;
- c) although subject to the decision set out within Item A.9 elsewhere on the agenda, allocate the additional identified sum of £250,000 to increase the overall budget to £3,798,751;
- d) subject to a) to c) above, agrees to draw down a budget of £0.450m from within the overall sum of £3,798,751 to progress demolition and associated works; and
- e) subject to (a) to (d) an external contractor will be commissioned to undertake the demolition works in accordance with the Councils Procurement Procedure Rules.

REASON(S) FOR THE RECOMMENDATION(S)

Carrying out the demolition of the existing car park on the Milton Road site, as well as removing the fire damaged structure at 20 Victoria Street, will ensure the sites are ready for development in time for commencement of the main works, and allow the sites to be made safe. Demolition

will also allow the lower level of Milton Road car park to be brought back into use while detailed design and planning submissions are developed.

These enabling works will also de-risk the site in terms of safety for the public, as well as financially for the programme, since the cost inflation risk will be reduced by delivering this aspect of the works early.

The proposals will also allow the lower level of Milton Road car park to be brought back into use sooner, which will provide additional parking for Dovercourt Town Centre, and support for events at Orwell Place.

The proposed allocation of the additional £250,000 from Council funds as proposed within Item A.9 elsewhere on the agenda, will enable the creation of a budget / risk pot, given the additional uncertainties associated with the Victoria Road sites and the re-provision of parking spaces at Milton Road.

ALTERNATIVE OPTIONS CONSIDERED

To carry out all construction activities at the same time. Milton Road car park and 20 Victoria Street would then be demolished as part of the wider construction programme. The benefit of this approach is that the tender price for all works would come in together, so the Council could take a decision in the round depending on tender prices on whether to proceed or not, or what to value engineer. However, there is more risk overall in this approach because the cost of the demolition element would not be established before the Council goes out to tender. Demolishing the structures now creates certainty on that element of cost. It also brings forward works, so reducing inflation risks to costs, and brings forward the benefits of demolition, in the look of the site.

PART 2 – IMPLICATIONS OF THE DECISION

DELIVERING PRIORITIES

The Council adopted its current Corporate Plan in November 2023. The Capital Regeneration Projects (CRP) meet the following themes in the plan: 'Pride in our area and services to residents; Raising aspirations and creating opportunities'; and 'Working with partners to improve quality of life'.

The Council's new Corporate Priorities include raising aspirations and creating opportunities. Under this objective there is a specific objective to implement the Levelling Up Fund and Capital Regeneration Partnership Projects.

On 12 March 2024 the Cabinet agreed its Highlight Priorities for 2024/25, which included Priority B2: implement Levelling Up Fund, Capital Regeneration Partnership Projects and High Street Accelerator Schemes, taking these through design and planning.

OUTCOME OF CONSULTATION AND ENGAGEMENT

During the public consultation exercise for ECC's Public Realm scheme, which forms part of the Dovercourt Town Centre Improvement Corridor CRP scheme, the Council received feedback from residents regarding the location of the housing at Milton Road and the loss of

parking as a result of the proposed scheme. To respond to this feedback, the Council submitted the change request to Government outlined above in this report and has now been advised this request was successful.

Further information on the consultation and engagement linked to the CRP projects can be found in previous Cabinet reports (see links to previous decisions below).

LEGAL REQUIREMENTS (including legislation & constitutional powers)			
Is the recommendation a Key Decision (see the criteria stated here)	yes	If Yes, indicate which by which criteria it is a Key Decision	 Significant effect on two or more wards Involves £100,000 expenditure/income Is otherwise significant for the service budget
		And when was the proposed decision published in the Notice of forthcoming decisions for the Council (must be 28 days at the latest prior to the meeting date)	Update on Officer investigations of Milton Road and Victoria Street, Dovercourt sites were added to the Forward Plan on 29/05/2024.

Milton Road Car Park is held within the Council's General Fund. In coming to decisions in relation to management of General Fund assets, the Council must act in accordance with its statutory duties and responsibilities. Under case law following Section 120 of Local Government Act 1972, the Council is obliged to ensure that the management of its assets are for the benefit of the district.

Section 2 of the Local authorities Land Act 1963 provides a general power of local authorities to develop land

(1) Subject to the provisions of this Act, a local authority may, for the benefit or improvement of their area, erect any building and construct or carry out works on land.

Milton Road will remain designated as a Parking Place (a.k.a. a Car Park) under Section 32 of Road Traffic Regulation Act 1984, the works identified to Milton Road are for the benefit of the area and to improve the Car Park.

The acquisitions of the sites at Victoria Street were funded from within the HRA for the purposes of the provision of housing accommodation. The Council's legal powers for Housing Revenue Account funded acquisitions are under the Housing Act 1985 sections 9 and 17, which includes acquiring sites for the erection of houses, therefore demolition of the unsuitable buildings are required in the first instance.

The commissioning of the contractors to undertake the demolition works, in not being carried out by in-house resources, will be undertaken in accordance with the Council's Procurement Procedure Rules as set out in Part 5 of the Constitution.

yes The Monitoring Officer confirms they have been made aware of the above and any additional comments from them are below:

The Monitoring Officer has personally reviewed and contributed to governance aspects within the report, including the recommendations and legal requirements section and has nothing further to add.

FINANCE AND OTHER RESOURCE IMPLICATIONS

Dovercourt CRP

The total bid for the Dovercourt Town Centre Improvement Corridor was £6,652,251. The costs for Project Two: Homes in Dovercourt, are as follows:

Total request to Levelling Up Fund: £3,332,251 Match Funding Contribution provided by TDC at bid stage: £216,500 Total project costs at bid stage: **£3,548,751**

This report along with an associated item set out within item A.9 elsewhere on the agenda proposes a further allocation of £250,000 of funding towards a risk pot to support the programme, which would bring the total project budget to **£3,798,751**. Of this total budget, the Council will draw down £450,000 towards the enabling works including demolition of number 20 Victoria Street and Milton Road Carpark and associated works which are reflected in the current estimated overall costs of the project. The Council is therefore bringing forward spend on demolition that was already forecast in the cost profile, and supporting that with a further risk contingency element.

Site Clearance and Demolition

A budget for demolition has already been included within the total project costs but due to the development of the project now being across two sites, as mentioned earlier in this report, costs may increase. It is also acknowledged that subject to the on-going development of the project there may be opportunities to accommodate such costs within the original budgeted sum.

The project team has reviewed market data and cost benchmarks in determining the estimate projects costs for the works within the programme to ensure that sufficient budget is allocated, as set out elsewhere.

With the above in mind, it is felt prudent to set aside further funding at this stage of the project to support the success of its delivery. The proposal to allocate an additional sum of £0.250m would therefore complement the money available within the original CRP Grant / total budgeted scheme costs.

Prioritising the demolition activities and incurring these costs sooner has the potential to allow actual costs to be obtained more quickly, resulting in a more accurate picture of funds available for the construction phase of the work at the point that goes out to tender.

Funding

Within item A.9 set out elsewhere on the agenda, the additional sum of £0.250m highlighted above has been included. The recommendations above therefore remain subject to this funding being approved later on in the agenda.

yes The Section 151 Officer confirms they have been made aware of the above and any additional comments from them are below:

It is worth repeating a point elsewhere in the report in respect of the potential opportunities to accommodate the additional costs of working across two sites rather than one within the original budget. However to support the success of the project, setting aside additional funding at this stage is both a pragmatic and prudent position to adopt and if favourable opportunities do arise in the future then they would be included subsequent reports as necessary.

It is also important to acknowledge that the Council owns both sites so has the underlying responsibilities that comes with such ownership. It could therefore be argued that the need to undertake the proposed work exists regardless of the development of the wider CRP scheme, but maximising the benefit of utilising the associated CRP grant funding, complemented by the Council's own resources, provides a timely and value for money approach.

USE OF RESOURCES AND VALUE FOR MONEY

The following are submitted in respect of the indicated use of resources and value for money indicators:

A) Financial sustainability: how the body plans and manages its resources to ensure it can continue to deliver its services;	The two projects led by the Council will develop or renew council assets. The Victoria sites will develop 9-12 social homes, and the Milton Road element will renew an outdated multi-storey car park. This will support on going service delivery to residents and visitors to the district. The delivery of the project brings in substantial external matched funding to achieve these ends, reducing the burden on local council tax and ratepayers.
B) Governance: how the body ensures that it makes informed decisions and properly manages its risks; and	There is a programme and project manager overseeing delivery of these schemes who actively manage risk at a project and a programme level, with monthly reporting to the programme board of the top ten risks and mitigations. The financial risks are highlighted clearly.
C) Improving economy, efficiency and effectiveness: how the body uses information about its costs and performance to improve the way it manages and delivers its services.	These are capital projects seeking to – in part - renew council assets to improve the quality of the service. Costs are managed closely and lessons from previous capital delivery schemes are reflected in the delivery of these projects.
MILESTONES AND DELIVER	Y

The key milestones to take the respective TDC led projects through to submission of planning applications are as follows:

Development Brief Finalised: End-Oct 2023 Development Brief Approved: Mid-Nov. 2023 Procurement of Pre-construction Information: Mid-Nov. 2023 – June 2024 Procurement of Key Design team members –Late April. 2024 Procurement of relevant designers, advisors and consultants – April-May 2024 Procurement and delivery of demolition (subject to decision) - August-October 2024 Detailed Planning Application lodged – October 2024 Production of cost plan, construction phase plan, production of construction tender documentation– Nov. 2024

ASSOCIATED RISKS AND MITIGATION

Delivering projects of this size and scale presents a risk to the Council in terms of resourcing project delivery alongside business as usual, the work needed to support the council become financially sustainable in the long term, and other levelling up projects. The burden falls heavily on the core functions of the Council which are designed to support all that work, such as the legal, financial, and procurement services. The Council is scaling up capacity in these areas with a report on this agenda proposing increases to capacity.

The risk of overspend exists in capital projects, given the uncertainty in design and delivery at this early stage. This is especially the case on brownfield sites with unknown ground conditions. As a result, we have allocated additional funding to a 'risk pot', so that we have set aside funding early should it be required.

The risk to the demolition is that tendered prices are substantially higher than estimates, leading to a requirement to look again the budget for the overall programme, and potentially revise the scope of the project.

The key wider risks to the programme have been set out in the May 2024 Cabinet report (See previous decision below).

EQUALITY IMPLICATIONS

EQIAs were developed for both bids and are intended to be living documents, which are updated throughout the scheme.

Key findings for both the LUF and CRP programmes of work have been set out in further detail in previous Cabinet reports. There are no specific equality consideration for the demolition aspects of the scheme, or allocation of the risk pot of funding.

SOCIAL VALUE CONSIDERATIONS

TDC has entered into a Service Level Agreement (SLA) with ECC to undertake its procurement process, with TDC contributing a fee to ECC to deliver key procurement activities and enables TDC access the wider knowledge of the ECC in-house team. TDC's SLA with ECC ensures the Council's procurement follows a compliant contracting process in accordance with legislation and policy and the commissioning of the Professional Team will be undertaken through this route.

The projects themselves also aim to deliver social value. Further information on the social value within both the Milton Road housing scheme, and the other projects being delivered within the CRP programme of work, can be found in the May 2024 Cabinet report.

IMPLICATIONS FOR THE COUNCIL'S AIM TO BE NET ZERO BY 2030

Further information on this is set out in the May 2024 Cabinet report.

It is the case that reusing existing buildings rather than demolishing and rebuilding uses less carbon, as there is embedded carbon in the production of the original building, the power required to demolish a building will use carbon too, as will the need to move substantial amounts of heavy debris. However, 20 Victoria Street is beyond economic repair, given the fire damage, and the car park structure at Milton Road is well beyond its lifespan.

If it is possible to reuse elements of the materials either on site or in other construction, for example as hard core, this will be taken.

OTHER RELEVANT CONSIDERATIONS OR IMPLICATIONS

Consideration has been given to the implications of the proposed decision in respect of the following and any significant issues are set out below.

Crime and Disorder	Redeveloping the Victoria Street sites will create improved visual amenity in the area, and the development of housing at the sites will contribute to the reduction of crime through increased natural surveillance.
Health Inequalities	The completion of the Homes in Dovercourt scheme will result in the provision of housing in an area which has demand on the housing register. TDC's Draft Housing Strategy 2019-2024 shows that 415 households (26%) on the housing register have a physical or mental health condition made worse by their housing, which this provision would move to address.
Area or Ward affected	Dovercourt Town Centre Improvement Corridor: Harwich & Kingsway Ward.

PART 3 – SUPPORTING INFORMATION

BACKGROUND

The Council's Corporate Plan is committed to developing vibrant town centres and public spaces to be proud of, building and managing its own homes and offering joined up public services for the benefit of or residents and businesses. To this end, the Council published the 'Love Clacton' Plan in 2020 and 'Dovercourt Revisited' in 2019 that outline proposals for town centre regeneration.

The Council submitted two applications in August 2022 to Round Two of the Levelling Up Fund: £19,958,224 for the Clacton Civic Quarter, and £6,652,251 for Dovercourt Town Centre, as the projects that best fit these Government funding opportunities from the Love Clacton and Dovercourt Revisited proposals.

Both bids were developed jointly with Essex County Council, who allocated resource to develop the bids, own land and buildings within three of the projects, and has committed £8m of matched funding to the delivery of both bids.

On 15 March 2023 it was announced that a £6.65m bid for projects in Dovercourt Town Centre was approved, under Government's Capital Regeneration Scheme.

Dovercourt CRP

• Government notified the Council in January 2023 that its Dovercourt Town Centre Improvement Corridor bid was unsuccessful for LUF, but on 15 March 2023 Government announced the bid was successful in a sister fund, 'Capital Regeneration Projects' (CRP).

The funding from Government comprises:

1. Kingsway improvements: A major investment into the appearance of Dovercourt Town Centre to improve the visitor experience and support local businesses.

2. Learning and library project: The Adult Community Learning skills centre will return to Dovercourt town within a refurbished library, increasing the opportunities for residents to benefit from courses locally.

3. Homes in Dovercourt: Demolish an out-of-date multi-storey carpark at Milton Road and build nine new, well-built social homes.

• On 17 March 2023 Cabinet considered a report titled 'Financial Performance Report - In Year Performance against the Budget at the end of Quarter 3 2022/23 and Long Term Financial Forecast Update'. In addition to accepting Government funding for the Clacton Civic Quarter LUF scheme, through that report Cabinet allocated £250,000 of Tendring District Council's match funding allocation for the above bids to support the development of the scheme for Clacton.

• On 23 June 2023 Cabinet considered a report titled 'Clacton Civic Quarter Levelling Up Fund (LUF) Bid, Dovercourt Town Centre Improvement Corridor Capital Regeneration Project (CRP) Bid'. In addition to accepting Government funding for the Dovercourt scheme, through that report Cabinet allocated usage of the £250,000 which had been drawn down in the March 2023 report, towards early preparations for the CRP scheme and agreed proposals for delivery of the respective projects in partnership with Essex County Council.

In accordance with the previous Cabinet decisions above, the Council and the Government have now signed the respective MoUs for both the LUF and CRP schemes. These MoUs denote an agreement to proceed and that the allocation of funding to the Council has passed the Government's subsidy control tests.

• On 6 October 2023 Cabinet considered a report titled 'Levelling Up Fund and Capital Regeneration Projects - Progressing the Projects to Planning Permission'. This report recommended drawing down a further £1,898,421 from the remaining match funding of £2,041,460, to cover professional fees for all stages of the project.

• Essex County Council has subsequently increased its match funding to Library Scheme in the CRP. The latest figures are reflected in the financial information in this report.

• On 7 February the Council submitted a change request to government in relation to delivery of the Dovercourt Town Centre Improvement Corridor CRP scheme. This change request is to allow the Council to relocate the housing element of the scheme. At time of bid submission, the housing element was planned to be sited at the location of Milton Road car park, however the change request suggested the relocation of the housing element, to the two derelict sites at Victoria Street, Dovercourt. Cabinet agreed the acquisition of these sites on 17 June 2022, and the Council completed the acquisition on February 8 2024.

• On 7 May 2024, Government advised the Council that their change request had been approved.

• In September 2019 Cabinet approved concept designs and project proposals for the Starlings site in Dovercourt Town Centre and the demolition of the two-storey decked carpark on Milton Road (the site to be used subsequently for residential development), and allocated funding to secure delivery.

• On 28 January 2022, Cabinet agreed to postpone the demolition of Milton Road Car Park and bring forward options for the site later in 2022/23. The Milton Road Car Park project was then included in the Council's round 2 bid to the Levelling Up Fund, which was then awarded in a sister fund, Capital Regeneration Projects.

• Following the approval of the change request, on 24 May 2024, Cabinet agreed to request officers to investigate the opportunity to bring forward the Milton Road element of the Dovercourt scheme from the Capital Regeneration Project funding and report the outcome back to Cabinet in the context of the wider scheme.

• On 7 June 2024 it was agreed via Officer Decision that operational issues relating to clearance of the sites at Milton Road and Victoria Street, including site clearance of rubbish and overgrowth, making safe the sites for access, carrying out initial surveys (topographic and utilities) at the Victoria Street sites, and party wall matters, could be progressed.

PREVIOUS RELEVANT DECISIONS

Delivery

Levelling Up Fund and Capital Regeneration Projects: Procurement of site surveys

Victoria Street sites purchase

Decision - acquisition of land

Decision - completion of purchase

Decision - clearance of sites at Milton Road and Victoria Street

Round two

Decision - Procurement Exercise To Secure A Levelling Up Bid Consultant

Decision - Levelling Up Fund: Procurement of Consultants

Round one

Decision - Levelling Up Fund - Clacton Town Centre (tendringdc.gov.uk)

Decision - Cabinet Members' Items - Report of the Business and Economic Growth Portfolio Holder - A.2 - The 'Levelling Up Fund' - Proposed Bid for Clacton Town Centre (tendringdc.gov.uk)

Issue details - Clacton Town Centre: Bid to the Levelling Up Fund (tendringdc.gov.uk)

BACKGROUND PAPERS AND PUBLISHED REFERENCE MATERIAL

Agenda Report Pack for Cabinet – Tuesday, 12th March 2024 – contains Highlight Priorities for 2024/25

Levelling Up Fund Round 2 Prospectus

Regeneris Report (tendringdc.gov.uk)

Cabinet Report 25 June 2021

Agenda Report Pack for Cabinet - Friday, 25th February, 2022 - contains Corporate Priorities for 2022/23

Cabinet Report 17 June 2022

Cabinet Report 23 June 2023

Cabinet Report 6 October 2023

Cabinet Report 15 December 2023

APPENDICES

None

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Agenda Item 14

CABINET

26 JULY 2024

REPORT OF THE PORTFOLIO HOLDER FOR ENVIRONMENT

A.6 UPDATE ON FUTURE WASTE AND RECYCLING COLLECTION AND STREET SWEEPING OPTIONS

PART 1 – KEY INFORMATION

PURPOSE OF THE REPORT

To:

- Provide Cabinet with an update on progress with future options for kerbside waste and recycling collection and street sweeping beyond the expiry in 2026 of the current contractual arrangements;
- Seek approval to go out to tender in order to find a suitable service provider;
- Seek adoption of the Core Specification Principles; and,
- Delegate a number of decisions to portfolio holders and officers to ensure a smooth progression of this work

EXECUTIVE SUMMARY

- The Council's contracts with Veolia Environmental Services for household waste and recycling collection and street sweeping both expire early in 2026.
- A Waste Contract Project Board has been set up to provide governance and oversight to the process of determining how these services will provided in future.
- A Member Working Group has been set up, led by the Portfolio Holder for Environment and with representation from the majority of political groups. This group has now met on three occasions and is supportive of the proposals.
- Following approval by the Waste Contract Project Board the East of England Local Government Association (EELGA) were commissioned to provide support to the Council and have produced an Options Appraisal and an Outline Business Case, assessing five potential delivery models. The highest scoring and therefore recommended option is to re-tender both the waste and recycling collection and the street sweeping services, as a single contract. This is the most advantageous option for the Council.
- The Waste Contract Board have agreed a set of Contract Principles upon which the future service specification will be based.
- A market engagement exercise has been undertaken via the issue of a Prior Information Notice (PIN).
- Six responses to the PIN were received and four of the contractors took up the option of a one to one meeting with officers.
- The market engagement exercise has provided a clear steer on a number of key areas including where a decision is required before a tender exercise commences.
- All of the work undertaken so far has led to the development of a set of Core Specification Principles that Cabinet are asked to adopt.

RECOMMENDATION(S)

It is recommended that Cabinet:

- 1. Notes the work undertaken by the Waste Contract Project Board to date and the contributions from the Member Working Group;
- 2. Notes the content and recommendations made in the Options Appraisal and Outline Business Case produced in partnership with EELGA;
- 3. Endorses the proposal set out within the Options Appraisal and Outline Business Case to re-tender both the waste and recycling collection and street sweeping services as a single contract in order that a contractor is in place to deliver services at the time of the expiry of the current contracts on 31st December 2025 and 31st January 2026;
- 4. Notes the outcome of the market engagement exercise;
- 5. Agrees to the route to procurement being Competitive Dialogue;
- 6. Agrees to formally adopt the Contract Principles, endorsed by the Waste Contract Project Board and against which the new service will be set, along with the Core Specification Principles set out in Table 4;
- 7. Agrees to offer a lease of the Fowler Road depot in Clacton on the existing terms as part of any future contractual arrangement, accepting that the depot is likely to require reconfiguring / modernisation during the contract period. Therefore, agrees to initiate the Property Dealing Procedure allowing officers to explore options and alternative / additional land purchase or lease opportunities.
- 8. Agrees a delegation to the Portfolio Holder for Assets to determine the social value Themes, Outcomes and Measures (TOMs) against which the social value aspects of the tender submissions will be considered;
- 9. Agrees a delegation to the Leader of the Council, the Portfolio Holder for Environment and the Portfolio Holder for Assets to approve:
 - a. the high level service specification provided that they consult with the Waste Contract Project Board and the Member Working Group beforehand;
 - b. the aspects of the tender about which there will be dialogue held with bidders; and
 - c. the tender evaluation criteria to be used;
- 10. Agrees a delegation to the Corporate Director for Operations & Delivery to approve:
 - a. the detail of the service specification providing that he has consulted with the Portfolio Holder for Environment; and
 - b. the membership of the tender evaluation panel; and
- 11. Authorises a delegation to the Leader of the Council, the Portfolio Holder for Environment and the Portfolio Holder for Assets in consultation with the Corporate Director for Operations & Delivery, Section 151 and Monitoring Officers to agree any short term extension to the current contractual arrangements, where

permissible to do so and solely for the purpose of assisting with the mobilisation of the new contracts.

REASON(S) FOR THE RECOMMENDATION(S)

The Council's contracts with Veolia Environmental Services for household waste and recycling collection and street sweeping both expire in 2026. (31st January 2026 and 31st December 2025 respectively). As such, a contractor needs to be found to deliver these services on expiry of the current arrangements.

The recommendations will ensure that the Council continues to progress the future of this important statutory service and ensures value for money whilst complying with the Environment Act 2021 requirements due to be introduced during 2026.

Under the Environmental Protection Act 1990 the Council is designated as a Waste Collection Authority (WCA and as such has a statutory duty to collect household waste and recycling from homes in the district. From 2026, the Council will be required under provisions in the Environment Act 2021 to collect a wider range of recyclable material and as such any new service commencing in 2026 must be complaint with this requirement.

ALTERNATIVE OPTIONS CONSIDERED

The alternative options that have been considered are those set out within the Options Appraisal and Outline Business Case in Appendix A to this report. That document should be read in conjunction with this report as it sets out additional context and the scoring methodology applied to each option.

The market engagement exercise has provided valuable insight into a number of areas, in particular the procurement method. In the Outline Business Case the preferred option suggested was to use Competitive Procedure with Negotiation. That has now been amended to Competitive Dialogue based on the market engagement feedback and advice from the Councils external legal advisors for the project. A Competitive Dialogue process can be undertaken in a similar timeframe as Competitive Procedure with Negotiation and the process includes additional flexibility. Bidders in this market are also familiar with this approach which reduces the likelihood of non-compliance with the rules.

PART 2 – IMPLICATIONS OF THE DECISION

DELIVERING PRIORITIES

This decision will contribute to the Corporate Plan 2024 – 28 (Our Vision) themes of:

- Pride in our area and services to residents
- Championing our local environment
- Financial sustainability and openness

Additionally, Cabinet have agreed to a set of Highlight Priorities for 2024/25. One of those priorities is to complete an options appraisal for waste and street cleaning strategy with the following milestones:

Q1

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.

Q2

Subject to the necessary approval, commence tender exercise for waste contract.

Q3

Subject to the necessary approval, review tender submissions

Q4

Subject to the timetable referred to, Cabinet & Full Council decisions to award contracts

OUTCOME OF CONSULTATION AND ENGAGEMENT (including with the relevant Overview and Scrutiny Committee and other stakeholders where the item concerns proposals relating to the Budget and Policy Framework)

Feedback from residents and stakeholders in respect of the Corporate Plan consultation has been taken into consideration along with the consultation undertaken with the Member Working Group.

Market engagement has been undertaken by way of the issuing of a Prior Information Notice (PIN). Six written responses to the PIN were received and four contractors took up the option of meeting with officers during which more detailed questions were asked. The outcome of this market engagement exercise is summarised in the Table 1 below and Cabinet are asked to note the themes that have emerged from this exercise.

Table 1 - Summary of Market Engagement Responses		
Theme	Response	
Mobilisation period	 9 – 12 months from date of contract award. Commence roll-out of any new service within 3 months of contract start date 	
Recyclable materials Marketing	Risk share model now the industry standard with the contractor handling the onward processing/ sale of all dry recyclate i.e fibres, containers, glass, films, etc Food & garden disposal via ECC. A120 Transfer Station available via ECC. Usually based on the LetsRecycle.com indices. Minimum 20%, maximum 60% As bid back in tender Open book on prices	
Waste & recycling collection	Twin stream dry recycling collection with fibres (paper & cardboard) collected	

	separately from containers, glass and plastics.	
	With the additional plastics and glass to collect, combined with plastic film in 2027 contractors suggested a wheeled bin for these materials with paper/card remaining in the kerbside boxes.	
Street sweeping	Output based rather than prescribed frequency of cleaning / bin emptying, which allows the contractors to flex the workforce to where it is required most.	
Garden waste collections	Minimal benefit to be gained by altering he current collection frequency or reducing collections during winter period	
Vehicle procurement	Preference for TDC to fund the vehicle procurement and retain ownership of the fleet. Contractors likely, as a matter of course, to procure smaller vehicles such as supervisor's vans as EVs	
Customer Contact	Contractors to handle initial customer contact	
Contract Duration	Initial 8 years with 8 year extension option	
Procurement Process	Preference for Competitive Dialogue (CD) – desire to discuss complexities of the depot arrangements, vehicle purchase and expectations around the output based street cleaning specification. Enables bidders to fully understand their risk and the council's requirements. CD process gives bidders a more level playing field to compete against the incumbent contractor.	
Procurement timeframe	Bidders will need 4 – 5 months to complete the initial process effectively	
Depot	Bidders all require the use of the Council's Fowler Road depot	
General / review mechanisms		

The above themes have been considered as part of the development of the proposed approach to the tender process as set out later in this report.

Public consultation undertaken in 2023 by Mackman Research on behalf of the Council in respect of the draft Corporate Plan has provided some useful feedback on the Council's waste services. Feedback indicated that residents would like to see a wider range of recyclable materials collected and for service levels not to be reduced. This feedback is reflected in the Outline Business case. In view of this members of the Waste Board are working on the basis of continuing with fortnightly collections of residual (black bin) waste.

A public consultation specifically on the waste contract proposals is not planned as this is a statutory service that will broadly align to what is being delivered to residents currently. The

enhanced collection of recyclable material will be a statutory requirement via the Environment Act 2021.

LEGAL REQUIREMENTS (including legislation & constitutional powers)			
Is the recommendation a Key Decision (see the criteria stated here)	YES	If Yes, indicate which by which criteria it is a Key Decision	 Significant effect on two or more wards x□ Involves £100,000 expenditure/income □ Is otherwise significant for the service budget
		And when was the proposed decision published in the Notice of forthcoming decisions for the Council (must be 28 days at the latest prior to the meeting date)	15 November 2023

The household waste and recycling collection and street sweeping services are a statutory function of the Council under the Environmental Protection Act 1990 with the Council designated as a Waste Collection Authority (WCA). Essex County Council is the Waste Disposal Authority (WDA)

The Council has an existing Inter Authority Agreement (IAA) in place with ECC who in addition to handling the disposal of the residual waste collected also fund the food waste collection service provided in the district and undertake the disposal of the food waste. ECC also receive and arrange the composting of the garden waste collected. It is not anticipated that this tender process will affect the IAA and the funding and waste disposal arrangements provided under it. Further consideration will be given to this when a report is brought back to Cabinet to approve the award of the contract.

Additionally to the above, ECC make tipping away payments to the Council in recognition of additional costs currently incurred in transporting the residual waste collected in the district to a disposal point outside of the district.

The Environment Act 2021 amends some sections of the Environmental Protection Act 1990 and whilst the detail is yet to be finalised, introduces some additional responsibilities in respect of the collection of recycling. Government is now proposing what it is calling a "Simpler Recycling" scheme meaning that Councils will be expected, from 2026, to collect a wider range of recyclable materials from the kerbside including glass. Unlike the original Environment Act proposals, there is not to be a requirement that these materials be collected separately and a comingled collection will be permitted. The implementation of simpler recycling has been set as 31st March 2026 by Government and 31st March 2027 for the kerbside collection of flexible plastic films. The service specification will be designed to account for these new, additional requirements.

In many respects the timing of the new contract and the new collection requirements places the Council in a good position to procure an effective new service. At the same time it may present challenges around procurement of vehicles and collection containers as most local authorities will be seeking to implement new services at the same time. It should be noted that the new requirements are likely to increase the cost of providing the service and this is considered in more detail in the Finance section of this report.

The Public Sector Procurement Directive (2014/24/EU) which provides rules for the procurement of goods, services and works above certain thresholds by public authorities, was implemented in England, Wales and Northern Ireland by the Public Contracts Regulations 2015 (SI 2015/102) (PCR 2015).

Public Procurement (Amendment etc.) (EU Exit) Regulations 2020 (SI 2020/1319) (PPAR 2020) amend the procurement regulations and other retained EU law and existing UK primary legislation.

The PCR 2015 apply when a contracting authority seeks offers in relation to a proposed "public contract" defined to mean:

"contracts for pecuniary interest concluded in writing between one or more economic operators and one or more contracting authorities and having as their object the execution of works, the supply of products or the provision of services" (Regulation 2, PCR 2015).

The public procurement rules establish a legal framework governing the procedures and principles for the award of public contracts, which fall within the scope of the rules and exceed specified financial values. This legal framework is intended to ensure that contracts are awarded fairly, transparently and without discrimination and that all potential bidders are treated equally. In particular, in most cases, the public body awarding the contract is required to advertise the contract through the UK e-notification service and follow specified procedures for selecting candidates and assessing tenders.

With the introduction of the PCR 2015, early market engagement is now specifically permitted in the legislation when using Prior Information Notices (PINs). This means buyers can talk openly to suppliers about the procurement before the tender is released and this is what officers have been doing.

A new legal regime under the Public Procurement Act 2023 will come into full force and effect on Monday 28 October 2024. The 2023 Act will replace the Public Contracts Regulations 2015, the Utilities Contracts Regulations 2016, the Concession Contracts Regulations 2016 and the Defence & Security Public Contracts Regulations 2011. As a result, all the procurement rules applicable in the UK (outside Scotland) will be found in a single, consolidated instrument.

The Act lays down substantively similar rules to those found in the current regulations, governing all aspects of the award of a public contract. However, those rules have been extensively re-written in a style more typical of English legislation, which deviates from the wording originally found in the EU directives on procurement. Such re-wording may allow British judges to interpret the rules in new ways which deviate from previous case law, much of it laid down by the Court of Justice of the EU.

It is imperative that the tender exercise is launched prior to the 28 October 2024 such that the procurement can run under the current legislation. Should the tender be launched after this date the suite of procurement documents will need updating to reflect the new legislation and this will cause further delay.

The proposed Competitive Dialogue procurement route is set out in the Public Contract Regulations 2015. Contracting authorities may apply a competitive procedure with negotiation

or a competitive dialogue in the following situations as set out in Reg. 26(4):-

(a)with regard to works, supplies or services fulfilling one or more of the following criteria:—

 (i)the needs of the contracting authority cannot be met without adaptation of readily available solutions;

(ii) they include design or innovative solutions;

(iii)the contract cannot be awarded without prior negotiation because of specific circumstances related to the nature, the complexity or the legal and financial make-up or because of risks attaching to them;

(iv)the technical specifications cannot be established with sufficient precision by the contracting authority with reference to a standard, European Technical Assessment, common technical specification or technical reference;

In this instance it is considered that clauses (ii), (iii) and (iv) are applicable due to the need to discuss vehicle procurement and financing along with recycling risk / gain share with bidders.

The Council has secured the services of Messrs Sharpe Pritchard LLP as external solicitors instructed to advise the Council on the procurement of the new contract, to negotiate on behalf of, support and work with the Council in connection with all aspects of the procurement up to and including the award, and entry into a new waste contract. The Council's Monitoring Officer has granted an exemption to use a non-standard services contract for this work.

The Transfer of Undertakings (Protection of Employment) Regulations 2006 (TUPE) will be applicable to the staff currently employed by Veolia to provide the services, should Veolia not be successful in winning the contract. Information on their staffing is being gathered from Veolia such that it can be provided as part of the procurement documentation.

The Council's Constitution is set against the principle of delegating decisions to Portfolio Holders and Officers, with Officers making decisions in consultation with the relevant Portfolio Holder. Key decisions, those affecting more than one ward and / or an expenditure/income greater than £100k must be taken by Cabinet or a portfolio holder. Given the substantial value of this contract, likely exceeding £56m over an eight year initial contract term, and the fact it is the Council's highest profile service, used by all residents, it is prudent for the decisions set out in the Recommendations section of this report to be made by Cabinet. This approach sets the decision framework to be followed for this subject matter going forward and where delegated decisions are made, they will be supported by reports setting out the implications.

As highlighted elsewhere in this report, in exploring the option to potentially forward fund the purchase of the contractor's vehicle fleet it may be necessary to reflect the Council's current treasury strategy that may require amendments to be considered to support any associated proposals as part of securing value for money from the tender process.

Consideration is being given to whether it is legally possible to extend the existing contracts with a very short term arrangement, to align the two expiry dates and enable sufficient mobilisation. Legal advice received is confidential and not included within this report and should the Council wish to implement these extensions a formal decision will be required. A delegation to make such a decision is proposed within the recommendations.

YES The Monitoring Officer confirms they have been made aware of the above and any additional comments from them are below:

The Council is being supported by external solicitors advising on the contractual and procurement law and processes, however it is important that the framework for the decisions required is clearly set out. The Monitoring Officer has personally reviewed the report and assisted with its development with particular focus on the proposed recommendations and legal requirements section.

FINANCE AND OTHER RESOURCE IMPLICATIONS

Including the subscription based garden waste service and additional variation order work, the current contract is valued at £7 million per annum. Due to inflation it is highly likely that any future contract to provide broadly the same level of service as currently commissioned will result in a higher cost, maybe up to as much as 20%.

With the above in mind, the broad approach set out within this report is predicated on balancing the Council's commitment made to the future service provision, and new legislation with the challenging financial environment the Council finds itself in. The proposed approach, including the competitive dialogue procurement process will therefore play a crucial role in delivering such a balance. In respect of this latter point, the proposed delegations aim to allow exploring options via the tender process in areas such as the council financing vehicles, recyclable material risk sharing model along with any value for money options proposed by contractors via the tender process. However, it is important to note that it is expected that both ongoing revenue costs and potential one off capital costs will emerge as part of the final tender process that will need to be considered as part of the final report setting out the recommended approach.

In addition to the above, officers and the Portfolio Holder will look to design a service specification and tender process that aims to provide a number of options, one of which will seek to keep the cost envelope in a similar position to the current budget. This will then enable choices to be considered in the context of balancing the Council's financial sustainability with customer expectations along with compliance with the Environment Act 2021 requirements.

Work associated with developing the specification and tender documentation is significant and resource intensive. The Waste & Recycling Manager is currently devoting the majority of his time to this exercise whilst his day to day duties are covered by another officer in the team.

The procurement process is complex and lengthy and whilst the ECC procurement team are the lead in this workstream, direction and input is required from officers and the Waste Contract Board to ensure the procurement requirements are met in a timely manner.

The specification and its development has to ensure alignment with the Environment Act 2021 which will result in additional materials collected at the kerbside such as glass, additional plastics and a weekly food waste collection offered to all households from March 2026 and plastic film collected from March 2027. In turn, collecting these additional materials will impact how they are collected, the number and type of containers for presenting the material in, the increased number and type of collection vehicles and the impact that this will have on the operational effectiveness of the current council owned depot.

The Council owned depot that is utilised for both waste and street cleaning contracts is an ageing asset, of limited size and has been identified as requiring significant future investment to extend the operational lifespan of the site. This investment will be required during the lifetime of the next contract unless a future contractor can source their own depot facility.

Resource will be required to deliver for consideration options such demolishing the current office and warehouse and replace with a two storey modular accommodation along with levelling off a section of the depot. Both of which will increase vehicle storage capacity of the site and support future HGV operator licences. The Council's Assets team are currently working on these proposals which are planned to be considered as part of the report that will be presented to Cabinet when the tender process has been completed.

Extensive resource is also required by the Council's I.T team and waste and recycling team in enabling the current subscription based garden waste service to be linked with the My Tendring Portal, which in turn will then enable this service to be incorporated into the main waste and recycling contract which will then provide cost savings to the authority.

I.T resource is also required to identify and rectify any properties who are unable to self-serve on the My Tendring portal as a complete and comprehensive database will be required for any future service provider.

The proposals supported by the Waste Contract Project Board is for the future street sweeping contract to focus on the migration from a frequency based service to an output based contract, which in essence places the onus on the contractor to maintain standards of cleanliness during all contracted hours. There is a need to identify and map the high intensity zones, all litter and dog waste bins and create appropriate rectification response times for each of those zones. The effective use of I.T, both by TDC and the future contractor is paramount to the future street sweeping service and the ability to monitor and report service standards effectively and as such requires input from the authority's I.T team.

Resource is also currently being deployed in the development and implementation of a comprehensive set of key performance indicators and the reporting process to enable strong contract management of the current and future service provisions.

Highlighted by EELGA consultants, the potential cost saving associated with the council borrowing capital funding for the procurement of the vehicle fleet could provide a significant financial saving compared to the contractor financing the fleet, which will alleviate the expected impact of increased service costs whilst also making the contracts more attractive and competitive to the open market.

The Environment Act 2021 and Simpler Recycling will require the authority to collect additional materials at the kerbside along with providing on street recycling bins for the public. Whilst this new legislation will allow the authority to be eligible for new burdens funding, resource from both finance, legal and the waste manager will be required to provide sufficient detailed information to meet the necessary requirements to new burdens funding.

Whilst the authority is already in receipt of £270,000 new burdens funding to provide a kerbside food waste collection service to approximately 11000 properties that currently are not eligible for the service, this initial funding has highlighted that the level of funding is of concern and may not be reflective of the actual costs to provide these additional capital projects. With the requirement to collect additional materials for recycling the potential service option may travel towards a wheeled bin for recycling which in turn would acquire an estimated £1.5 to $\pounds 2.0$ million capital funding to purchase, store and deliver to households.

As highlighted, the Council is required to increase the range of recyclable materials collected from the kerbside. Although it is expected that the Government will provide a level of financial

support to local authorities in meeting the new responsibilities it is unlikely we will fully know the level of financial support at the time it needs to enter into a contract with the successful bidder. This will be monitored throughout the tender process and development of the financial forecast.

Any impact on the garden waste service will be reflected in the future financial forecast and fees and charges reports and will also be brought back in the Cabinet report once the tender process has been completed.

In conjunction with the Environment Act 2021 is the introduction of Extended Producer Responsibility. The concept is that the manufacturers of packaging materials will be responsible for the operational costs borne by the authority for the collection and recycling of those materials, either at the kerbside or via on street recycling bins.

Whilst exact funding remains unclear, the amount of monies received by the authority will be based on how efficient and effective the service is, with poor performing services receiving 80% of potential funding. Whilst deprivation and rurality of the district will support the funding received it is anticipated that due to our current recycling service the authority will be classed as a poor performer and consequently not be eligible for full funding, with this funding either fully replacing the current recycling credit payment system or supporting this system as a "top up". EELGA consultants have indicated a potential funding shortfall year on year.

DEFRA has now announced that deposit return scheme for plastic bottles will be introduced from 2027. This will have a significant effect on the number of plastic bottles collected for recycling at the kerbside and therefore the quality of the more valuable recyclable plastic collected.

A current budget allocation of £0.2m has been set aside to support the preparation and procurement of the new contract. This budget has so far been spent in the following areas:

Table 2 – Budget allocation / spend to date						
Activity	Delivered by Spend / Commitment					
	The East of England Local	£34,853 with one half day				
Appraisal and Outline	Government Association	left to spend				
business case and						
Procurement support	Essex County Council	£8k to date				
Specification Writing	WRM Sustainability Ltd	£15k committed				
Legal advice	Sharpe Pritchard LLP	£50K committed				
Communications	TDC Communications Team	£15k estimated requirement				

The above budget is proposed to be complimented by a further £0.10m as set out in item A.9 elsewhere on the agenda.

Yes The Section 151 Officer confirms they have been made aware of the above and any additional comments from them are below:

It is important to highlight the importance of designing a tender process and specification that delivers a number of options to Members to assist them in balancing the Council's financial sustainability with delivering priorities including managing the expectation of customers alongside the need to respond to emerging legislation / regulations associated with waste and recycling.

A full financial analysis of the various options, etc. will be presented to Cabinet following the tender process, which will include the impact on the Council's wider financial position.

USE OF RESOURCES AND VALUE FOR MONEY

The following are submitted in respect of the indicated use of resources and value for money indicators:

A) Financial sustainability: how the body plans and manages its resources to ensure it can continue to deliver its services;	It is not yet known what the cost of the new services will be. Maintaining current levels of service will cost more than they do currently and repeating a point from earlier in this report there is a need to balance the provision of the required service including new legislative requirements against the Council's financial forecast. This potential increase in cost is recognised in the "live" list of cost pressures, maintained on an ongoing basis.
B) Governance: how the body ensures that	These are important long term decisions for the
it makes informed decisions and properly	Council and as such will be undertaken in
manages its risks, including; and	accordance with the constitution, making use of
	delegated powers where appropriate.
C) Improving economy, efficiency and	Waste and recycling services are significant
effectiveness: how the body uses	budget areas for the Council and also ones
information about its costs and	where we have good levels of information both
performance to improve the way it manages	in respect of operational delivery and cost. This
and delivers its services.	data will be used as part of the decision making
	processes going forwards.
MILESTONES AND DELIVERY	

Key procurement target dates are shown in Table 3 below. A more detailed project management document is being developed as more is learned about the procurement process and more accurate timescales emerge. This document is being overseen by the Waste Contract Board. It should be noted that the target dates may be adjusted as the project develops.

Кеу	
SSQ	Standard Selection Questionnaire
FTS	Find a Tender Service (Notice)
ITPD	Invitation To Participate in Dialogue
ISFT	Invitation to Submit Final Tender

Table 3 – Key procurement target dates (subject to adjustment as the project develops)			
EVENT	DATES	COMMENTS	
Cabinet Meeting			
(Decision to Procure)	26-Jul-24		
FTS Notice published	02-Sep-24		

SSQ and Draft Docs issued	02/09/2024 - 02/10/2024	To close either midnight on 01/10/24 OR 9am on 02/10/24 to allow for SSQ to be evaluated quickly The 'Draft Documents' will be in good form, however a caveat to be included to state that these are subject to change in the ITPD
SSQ Evaluation	02-Oct-24	
SSQ Outcome Letters	03-Oct-24	
ITPD Docs Issued (final)	03/10/2024 - 14/11/2024	Published for 6 weeks
Depot Tour/Visits	21/10/2024 - 25/10/2024	
Dialogue Intro Session (aka Bidder Day)	17-Oct-24	2 weeks following publication of ITPD
Detailed Solutions Submitted	14-Nov-24	
Detailed Solutions Evaluation	14/11/2024 - 12/12/2024	4 weeks to evaluate The evaluation panel for the Detailed Solutions should be the same as the panel used for the ISFT to maintain consistency During this period, Legal also to review Bidder's recommendations for change
Detailed Solutions Moderation	13/12/2024 & 16/12/2024	
Detailed Solutions Feedback	17/12/2024 - 20/12/2024	Feedback to be produced based on detailed moderation notes. Requires sign off from Legal
Detailed Dialogue Session(s)	06/01/2025 - 28/02/2025	8 week dialogue period Dialogue sessions are to be split by topic (Eg: vehicles in week 1, depot in week 2, etc.) Dialogue regarding the Contract (Legal) to occur toward the end of Dialogue period
Issue ISFT (Invite to	03/03/2025 -	
Submit Final Tenders)	17/03/2025	
ISFT Evaluation	17/03/2025 - 31/03/2025	
ISFT Moderation	01/03/2025 & 02/03/2025	
ISFT Outcome Letters	03-Mar-25	
Standstill Period	04/03/2025 - 13/04/2025	
Cabinet Paper on Forward Plan	03-Apr-25	
Cabinet Meeting (Decision to Award) + 5	23/05/2025 - 28/05/2025	

Day Call-In			
Award Letters	29-May-25		
Preferred Bidder Stage	02/06/2025 -]
	06/06/2025		
Contract Collation	02/06/2025 -		
Contract Conation	06/06/2025		
Contract signature	09-Jun-25		
Mobilisation	09/06/2025 -		
	31/01/2026	Provides 7 months and 22 days mobilisation	
Contract Start Date	01-Feb-26		

During the market engagement exercise it was clear that contractors will require up to 12 months from the point of contract award to the point where they take over the running of the contract. The availability of vehicles is one of the main influences behind this although some contractors indicated that this period could be reduced to 6 - 9 months. The timeframe set out above provides a mobilisation period of just over seven months.

Given that there are currently two service contracts in place with different end dates – 31 December 2025 for Street Cleaning and 31 January 2026 for Waste & Recycling collection - it is likely to be necessary to put in place an interim arrangement with the current contractor in order to align the contract end dates to 31 January 2026 should they not be the successful bidder. If it is not possible to provide a sufficient mobilisation period it may be necessary to put in place a short term interim arrangement with the current contractor, for example to take both contract end dates to 31 March 2026. Any interim arrangements must be in accordance with the procurement legislation and will be subject to a separate formal decision. A delegation is included within the recommendations to enable such a decision to be made, when and if, appropriate to do so.

ASSOCIATED RISKS AND MITIGATION

Compliance with the Environment Act 2021

Compliance with "Simpler Recycling" / Environment Act 2021 requirements for collection of recyclable materials – the service will be designed to comply with what we know about the future requirements from 2026 and therefore it will be possible to comply with the new requirements.

Additional contract costs

Additional costs are expected, especially in relation to the collection of recyclable materials from the kerbside and an output based street cleaning arrangement. Development of an efficient collection service will mitigate these costs to an extent and the Council will seek to maximise any claims for new burdens funding in respect of the Environment Act 2021 requirements.

Readiness for current contract expiry

The broad timeframes set out in the milestones and delivery section above must be adhered to such that a contract award can be made leaving sufficient time for the successful contractor to procure necessary vehicles and any additional bins that are required. With the likelihood that service changes will be taking place across the country at the same time there will be increased lead times for vehicles, bins, drivers and workforce.

The timeframe for the procurement process, contractor mobilisation combined with implementing a new collection service is of considerable risk. Whilst contractors may have access to spare vehicles the current lead time for refuse collection vehicles is nine months from point of placing order and with demand on vehicle manufactures and bin manufactures expected to increase as a consequence of the Environment Act requirements it is anticipated that lead times will extend and as such this will place a risk on the deliverability of the new service in the required timeline.

As already highlighted this risk can be mitigated by way of an extension to the existing contractual arrangements or a separate short term arrangement with the current contractor, for example to the end of March 2026. Such an arrangement would be subject to a separate formal decision and external legal advice has been sought on the options that are available. A delegation is included within the recommendations to enable such a decision to be made, when and if, appropriate to do so.

Changes in procurement legislation from October 2024

As highlighted in the Legal section of this report a new legal regime under the Public Procurement Act 2023 will come into full force and effect on Monday 28 October 2024. It is therefore imperative that the tender exercise is launched before this date to avoid delays in updating the suite of procurement documents.

The number of interested parties within the waste and recycling municipal contract market has reduced in recent years through mergers and acquisition. Whilst key players remain in the market and there were six responses to the PIN, there remains the risk that not all parties will be attracted to bid and as such the authority is at risk of receiving minimal bids which could result in loss of competitiveness. Additionally, it is understood from industry publications that one third of council waste contracts are up for renewal in 2025. Given the resource investment bidders need to make in order to develop a bid this may deter some from bidding.

Recycling Processing Costs

Current and previous waste and recycling contracts have placed the risk of the recycling commodity upon the contractor, with it being their sole responsibility to burden any cost or profit from the processing/sale of the material, leaving the Council in essence with a fixed cost contract (subject to uplift and property growth). However, and as backed up by the market engagement exercise, this format of contract is no longer an industry standard. A common approach is for the material processing cost to be shared between the contractor and council. In practice the material value is indexed on a monthly basis against industry published data and in a risk share model if the value decreases below a set value, then the cost burden is shared, whilst if the value increases above a set value then the profit is shared. A variation on this approach is a gain share model whereby any increase in value above the index value is shared between the contractor and the council.

Shifting the risk element from the contractor to the Council will reduce the cost of the contract as risk and cost are linked, however the Members will need to become accustomed to a more flexible cost contract, the associated cost pressure and ensure that adequate budgets are set aside to fund any costs associated with the shared risk principle.

There are variations to how the material risk or gain share approaches can be applied and built into a contract. Officers are therefore exploring this with ECC Procurement, WRM and Sharpe Pritchard. It is likely that the final specification will include two options, one being the current model with the contactor taking on all the risk with the other being a bid back on a gain share model.

Vehicle Funding

It is clear from the market engagement work that contracts are now more likely to involve the local authority funding, up front, the cost of the contractor's vehicle fleet. This approach could offer a cost saving to the Council by virtue of access to lower cost borrowing, typically at 4%, compared to a contractors commercial rate of around 8%. Up front funding of the vehicle fleet means that the Council would save the additional costs of borrowing that would be passed on by the contractor. Monthly invoices are reduced by a pro-rata amount over the life of the contract to reflect the fact that a large proportion of the contract value has been paid up front. The vehicles would still be procured by the contractor and on paper they would be the owner, however, as assets those vehicles would belong to the Council with various options as to how they are sold or passed on at the end of the contract term.

It is likely that the final specification will include both an option for the contractor to fully fund the vehicles and an option for up front funding by the Council.

Future Funding

The future funding regime contains a certain degree of uncertainty. As mentioned previously, the authority currently receives recycling credits from Essex County Council for all dry recycling materials, however with the introduction of extended producer responsibility (EPR) where collection authorities will receive the funding from the producers associated with the collection and processing of their packaging material it is envisaged that were our service to be underperforming and not meeting effective and efficient criteria, the funding received could be lower than currently in received. Essex County Council (ECC) have indicated that currently they do not intend to remove the recycling credit funding stream.

The above are all likely to have a significant financial impact on the Council, all of which will be set out in the report that is presented to Cabinet on completion of the tender exercise. It is important to note that no budgetary provision has been made at this point within the Council's financial forecast.

EQUALITY IMPLICATIONS

An equality impact assessment will be undertaken as part of the development of the specification.

SOCIAL VALUE CONSIDERATIONS

The Public Services (Social Value) Act 2012 requires public authorities to "have regard to economic, social and environmental well-being in connection with public service contracts; and for connected purposes." The Council wishes to work collaboratively on social value with suppliers, partners, and the community to benefit Tendring.

As part of this procurement exercise, TDC are adopting the national Themes, Outcomes and Measure ('TOMs') method of classifying and evaluating Social Value. The measures selected have been adapted to compliment the District's context and priorities as outlined within TDC's Corporate Plan 2024-2028 (Our Vision) and focus on areas such as protecting the local environment and creating opportunities within Tendring.

Social Value commitments will form part of the resultant Contract following this procurement exercise and therefore, there is a requirement for the fulfilment of Social Value commitments and reporting of progress throughout the contract term by the successful Bidder.

The Council has made a commitment to using the ECC TOM's as part of the 6th November 2023 decision to continue the service level agreement with ECC on a Shared Procurement Service and a joint TOMs approach to Social Value for procurement purposes.

IMPLICATIONS FOR THE COUNCIL'S AIM TO BE NET ZERO BY 2030

The waste services are the largest contributor to the Councils carbon emissions from fleet vehicles that are included as Scope 3 emissions in the Councils emissions reporting. Consequently, the Council will be exploring with potential contractors the options available to reduce those emissions within an affordable financial envelope. The rural nature of the district and the current purchase cost and mileage range mean that a full electric fleet is unlikely to be possible.

Subject to the outcome of the tender process the Council may need to consider carbon offsetting options.

OTHER RELEVANT CONSIDERATIONS OR IMPLICATIONS

Consideration has been given to the implications of the proposed decision in respect of the following and any significant issues are set out below.

Crime and Disorder	None	
Health Inequalities	None	
Subsidy Control (the requirements of the Subsidy Control Act 2022 and the related Statutory Guidance)	None	
Area or Ward affected	All wards within the District will be affected	

PART 3 – SUPPORTING INFORMATION

BACKGROUND

The Council's waste and recycling and street cleaning contracts both expire in 2026:

The current street sweeping contract commenced on 1st January 2012 on a 7 year contract with an option to extend for a further 7 years, which was undertaken, and consequently is set to expire on 31st December 2025.

Likewise, the kerbside waste and recycling contract commenced on 1st February 2012 and is set to expire on 31st January 2026.

Both contracts were awarded to Veolia Environmental Services and operate out of the TDC owned Fowler Road depot.

Given the time required for the scoping out of options, procurement and formal decision making work commenced earlier in 2023 on preparing for the future services.

A Waste Contract Project Board has been set up that is comprised of officers and the Portfolio Holders for Environment and Assets.

A member working group has been set up by Cllr Bush as the Environment Portfolio Holder. This group has membership from almost all political groups and has now met on two occasions. This group will meet again as part of a consultative approach to the decisions that must be made through the project.

The Project Board agreed to the commissioning of the East of England Local Government Association to provide the Council with some independent advice in respect of the current services and the options for future services. Using experts from their talent bank they have now completed the first phases of their work and produced an initial options appraisal and a follow on business case that is attached to this report as Appendix A.

The Business Case and Options Appraisal considered five potential delivery models:

- 1. Retender Waste/Recycling and Street Cleansing Services as a single contract
- 2. In-house delivery, excluding as a LATCo
- 3. Tendered Waste/Recycling Services, in-house Street Cleansing Services
- 4. Outsourcing (peer to peer Joint Venture (JV) with Norse)

5. Shared service (discounted by Officers based on initial conversations with neighbouring authorities)

Strictly speaking, no 'do nothing' option was considered – although as currently these services are the subject of two contracts, they are delivered with understood cost efficiencies by one commercial provider. As such, Option 1 (retender existing services as a single contract) is most comparable to the current arrangement.

The option Evaluation Matrix was designed to enable the Council to assess the merits of each option. It does not present a definitive ranked assessment of the options. Rather, it presents a quantitative view of the relative merits to help indicate the potential 'fit' of each option, reflecting the breadth of the Council's requirements/expectations.

The Evaluation Matrix strongly indicates that Option 1 (Re-tender both services as a single contract) would be most advantageous to the Council as the preferred option for future delivery of the in-scope services; it is the recommended option

The outline business case includes the emerging contract principles, and an explanation of the procurement stages.

In respect of the kerbside waste and recycling collection service the Council must have regard to the Environment Act 2021 and the Government's announcement in November of a "Simpler Recycling" scheme, expected to be a requirement for waste collection authorities from 2026 onwards. Simpler Recycling will see a requirement for a wider range of recyclable materials, including glass, to be collected from kerbside and so the Council will seek to design the future service in order to comply with this.

Essex County Council (ECC) as the disposal authority are responsible for the disposal of residual waste, food waste and garden waste.

Tendring District Council, as the Collection authority are responsible for the collection of waste and recycling and the disposal of the dry recycling.

Within Essex, exists the Essex Waste Partnership. Excluding Southend and Thurrock who are both Unitary authorities the partnership comprises of all the waste collection authorities and together the partnership is delivering the Essex waste strategy, which is scheduled to be adopted by Tendring in September 2024.

The strategy is a high level strategy linked to national targets and objectives, including the ceasing of sending residual waste to landfill, whilst maximising waste minimisation, reuse and recycling.

Supporting the strategy exists the current waste disposal options provided by ECC. Food waste is currently sent to a processing plant in Dagenham and garden waste directed to processing facility in Birch, Colchester. Along with residual waste, which is currently directed to landfill in Colchester all these facilities are under medium term contracts with ECC. These contracts are outside the control of Tendring District Council but will impact future cost risks if the provider changes and waste is directed towards a different location. Whilst this risk is minimal for garden waste as the facility is used by various North Essex Councils any change in direction to tip would impact the cost of the contract and represents risk.

The weekly food waste service was introduced in 2012 and was funded by ECC who continue to fund the service associated with the ongoing collection costs. This funding is received via the Inter Authority Agreement (IAA).

With regards to the garden waste service, ECC support the authority by waiving the gate fee for tipping the waste at their contracted facility. The Council does not receive any recycling credits for garden waste or for food waste and both of these waste streams are outside of the EPR scope of payments.

Contract Principles

The Waste Project Board, at it's meeting on 27 February 2024, have endorsed for recommendation on to Cabinet for approval a set of broad service principles:

- A single contract for all services in scope
- Expected procurement method is Competitive Procedure with Negotiation (following advice from Sharpe Pitchard following the agreement of these broad principles the **Competitive Dialogue** method will be used)
- Outcomes based contract for all recurring work. Schedule of rates for irregular / ad-hoc work
- Street cleaning work to be based on the standard Environmental Protection Act 1990 standards applied on a local zoning system.
- Waste collection must comply with the Environment Act 2021 requirements.
- Aspiration to improve recycling rate
- Future contractor expected to largely self-monitor and report on its delivery and performance
- Future contractor to act as a single point of contact for the management and resolution of resident and business customer issues
- Contractor to take full advantage of ICT in its operations and is proactive in engaging in the delivery of the Council's digital aspirations
- The current spending of £4m on waste & recycling collection and £2.1m on street cleansing to be the starting point financial envelope
- Preferred contract term to be discussed with the market

- The Council is willing in principle to finance the purchase of waste vehicles but with full responsibility for their management to rest with the contractor
- Current depot at Fowler Road to be offered at a peppercorn rent

Market Engagement

A prior information notice was issued in March 2024 that saw six written responses received. During May 2024 officers met with four of those potential bidders to ask further, more detailed questions. A summary of the responses to the market engagement process is set out in a table in the Outcome of Consultation & Engagement section of this report.

Key Themes

A significant amount of work has been undertaken over the last year or so that can be summarised as:

- Waste & Recycling team officers pulling together data on the current service including litter bin locations, contract variations and other information that is required as part of the service specification document
- Advice sought from EELGA that has led to the writing of the Outline Business Case
- The formation of the Waste Contract Board and the Member Working Group
- The appointment of Sharpe Pritchard as legal advisors for the contract procurement
- The appointment of WRM Sustainability Ltd as specialist contract specification writers
- Partnership working with ECC Procurement to undertake the market engagement exercise

This work has led to the adoption of the contract principles as set out above in this section of the report. Key themes have also emerged that Cabinet are asked to note and endorse:

- Although the specification will be written with the aim of keeping the costs as close to the current financial envelope as possible, with the addition of additional kerbside recycling collections and the move to an output based street sweeping specification the new contract is likely to cost more than the existing arrangements. A budget will need to be found to fund an increase in costs, some of which may be covered by new burdens funding.
- It is likely that the Council will need to fund, up front, the purchase of the contractor's vehicle fleet. Overall this is expected to reduce the cost.
- It is likely that the Council will need to enter into a risk or gain share approach to the costs associated with processing the recyclable material that is collected.

Specification

A core specification has been drafted and with the support and advice of the team at WRM this will be further shaped and developed to include the latest industry best practice. Once the specification includes all of the information required and in broad terms it is clear what the Council is seeking it will be presented to the Leader of the Council, the Portfolio Holder for Environment and the Portfolio Holder for Assets for their approval. They will be approving aspects such as:

- the zoning and response times for the street sweeping elements
- Working times for the street cleaning elements
- the broad method and frequency for waste and recycling collection

- Recyclable material risk / gain share options
- Vehicle fleet funding options

The more granular detail of the specification will be approved by the Corporate Director (Operations and Delivery) in consultation with the Portfolio Holder for Environment.

The core principles of the specification are set out in Table 4 below and build upon the Contract Principles agreed by the Waste Contract Board and Cabinet are asked to approve these:

Table 4 – Core specification principles

General principles applicable to both aspects of the service

- One single contract for both street cleaning and waste & recycling collection services
- Output based specification with emphasis on quality, especially for street cleaning with a move away from a frequency based cleaning schedule
- Performance standards / performance management framework built-in with ability to hold contractor to account
- Contractor to provide customer contact centre and handle all queries / complaints (garden waste payments to continue being made via TDC)
- TDC to be provided with access to live vehicle data in order to facilitate more effective performance monitoring
- Eight year initial term with an optional eight year extension period
- Annual formal review mechanism built in to more readily facilitate changes / efficiency improvements. Quarterly performance review meetings via a Waste Contract Board
- Option for TDC to fund the up-front purchase of the vehicle fleet to be included
- Chargeable bulky item collection service to be included, administered by the contractor
- Fowler Road depot made available to the contractor on a lease at no charge, as currently

Waste & Recycling Collection service

- Fortnightly residual waste collection from wheeled bins (weekly for those on black sack service)
- Recycling collection to be compliant with Environmental Act 2021 requirements contractors to propose collection options but most likely twin stream alternate weekly
- Weekly food waste collection for all residents
- Chargeable garden waste collection service available to all residents as part of the core contact
- Recyclable material risk / gain share options to be included for consideration

Street cleaning service

- Output based service
- District split into zones with some having quicker rectification response times where the standard of cleanliness falls below that specified
- Some form of Hit team or response teams to be included, as is currently

Members of the administration have indicated their desire for the Council to continue with a fortnightly residual waste collection from wheeled bins (weekly for black sacks) as opposed to moving, for example, to a three weekly schedule. This leaves those submitting bids to run the service to determine the most effective means by which to collect recyclable material in order to comply with the Environment Act 2021.

PREVIOUS RELEVANT DECISIONS

MARKET ENGAGEMENT IN RESPECT OF POTENTIAL FUTURE WASTE AND RECYCLING AND STREET CLEANING ARRANGEMENTS – Leader of the Council, Cllr Stephenson, 6 March 2024

Shared Procurement Service - SERVICE LEVEL PARTNERSHIP AGREEMENT -PROVISION OF PROCUREMENT SERVICES BY ESSEX COUNTY COUNCIL & SOCIAL VALUE MEASUREMENT – Portfolio Holder for Assets, 6 November 2023

Appointment of Messrs Sharpe Pritchard LLP – Monitoring Officer, 9 May 2024

Appointment of WRM Sustainability Ltd – Corporate Director (Operational Services), 22 May 2024

Appointment of EELGA - Corporate Director (Operational Services), 11 December 2023

BACKGROUND PAPERS AND PUBLISHED REFERENCE MATERIAL

None

APPENDICES

Appendix A – EELGA Waste Services Options Appraisal and Outline Business Case

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Waste / Recycling Collection and Street Cleansing Services

Outline Business Case supporting Contract Re-Procurement

Produced with support from EELGA Talent Bank Associates Jane Hunt and Dave Fergus

April 2024

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1. Executive Summary

Over the last year the Council has explored the various options available to deliver Waste/Recycling and Street Cleansing Services from 2026, when the two key commercial contracts with the current market provider (Veolia) end. The Council has engaged East of England LGA ('EELGA') to provide experience and expertise to support officers through its associate 'Talent Bank' with the initial Options Appraisal and now the further development of the Outline Business Case for the future delivery model for these services. Essex County Council is retained to provide procurement services.

The approach to this work draws on the HM Treasury 'Five Case' model for developing business cases, which has been widely used across the public sector for over 10 years. Using this approach the business case is continually developed, initially assessing the strategic case, then the outline business case (this stage) before moving to full case and implementation (see Appendix A).

This Outline Business Case builds on an initial Options Appraisal, which considered five potential delivery models:

- 1. Retender Waste/Recycling and Street Cleansing Services as a single contract
- 2. In-house delivery, excluding as a LATCo
- 3. Tendered Waste/Recycling Services, in-house Street Cleansing Services
- 4. Outsourcing (peer to peer Joint Venture (JV) with Norse)
- 5. Shared service (discounted by Officers based on initial conversations with neighbouring authorities)

Strictly speaking, no 'do nothing' option was considered – although currently these services are the subject of two contracts, they are delivered with understood cost efficiencies by one commercial provider. As such, option 1 (retender existing services as a single contract) is most comparable to the current arrangement.

This report includes the Options Evaluation. The Evaluation Matrix was designed to enable the Council to assess the merits of each option. It does not present a definitive ranked assessment of the options. Rather, it presents a quantitative view of the relative merits to help indicate the potential 'fit' of each option, reflecting the breadth of the Council's requirements/expectations.

The Evaluation Matrix strongly indicates that Option 1 (Re-tender both services as a single contract) would be most advantageous to the Council as the preferred option for future delivery of the in-scope services; it is the recommended option

This outline business case includes the emerging contract principles, and an explanation of the procurement stages. A decision on these recommendations is required to progress with this approach to delivering these services beyond 2025.

2. Introduction

This Outline Business Case has been developed with Tendring District Council ('Tendring DC', or 'the Council') to allow it to make appropriate and prudent preparations in relation to the future delivery of Waste/Recycling and Street Cleansing services, most of which are currently provided by Veolia Ltd.

The Council has engaged East of England Local Government Association (EELGA) to support the production of this report; input has also been contributed by Essex County Council in relation to procurement services.

The Council requested that this case be delivered such that:

- The work builds on previous assessment and information already collated by Council Officers.
- The Officers and Elected members have adequate time to properly consider the future delivery options at the Council's disposal.
- Sufficient time is allowed for reports to advance through the Council's governance and decision-making arrangements providing appropriate oversight, scrutiny and transparency.
- The Council is provided with the sufficient time to prepare for an orderly transition to any new or adapted delivery arrangements.

Working closely with key internal stakeholders has been important to ensure that this Outline Business Case is 'joined up' and takes into account the wider organisational changes ongoing, and the impacts of this process on the Council's operation. Key information sources drawn upon in developing this work include the Council's own data and internal information, data supplied by Veolia, dialogue with Officers (supported by site visits), information from Essex County Council procurement team, the Norse Group and East of England LGA expertise and background research.

A process of analysis has been undertaken in order to:

- Understand the current ways of working and operation of existing contracts and the market and geography in which they operate.
- Identify the key challenges facing both the Council and any delivery agent in this context.
- Ensure the Council is fully sighted on the operational, financial, governance and commercial opportunities and risks that may impact on the Council in the immediate and medium term.

- Offer observations on the opportunities this process affords for improvement in service delivery, both in advance of and as part of a new contract arrangement.
- 3. Report purpose and format

In line with Treasury guidance the 5-case approach includes a number of decision-making 'gateways', which can be set in the context of the governance processes the Council operates:

- Gateway 1 'Business Justification' prior the detailed planning phase. This is a straightforward case – the Council has no procurement extension option, the services covered are a core part of the ongoing business critical operational requirements of the Council, including statutory services. Overseen by the Waste Project Board, officers have a clear remit to progress appraisal of options for delivering these services.
- Gateway 2 'Delivery Strategy' prior to the procurement phase for Cabinet approval. This Outline Business Case is now presented for agreement to the delivery strategy the route to ensuring services are delivered beyond 2025.

The ongoing programme of work to deliver these services is overseen by Damian Williams, Corporate Director Operations and Delivery, and will in due course lead to further gateway stages, decisions determined by the scheme of delegation:

- Gateway 3 'Investment Decision' prior to contract signature.
- Gateway 4 'Readiness for Service' prior to 'going live' and implementation of the scheme.
- Gateway 5 'Operational Review and Benefits Realisation' following delivery of the project, establishment and/or decommissioning of the service.

The format of this Outline Business Case follows the Five Case model, examining:

Strategic Case: demonstrating the need for change, and how the in-scope services align with the Council's corporate objectives and strategic priorities.

Economic Case: presenting an analysis of how the options considered meet the requirements of Economy, Efficiency and Effectiveness – at this stage a shorter list of options may emerge.

Commercial Case: examining how the in-scope services interact with the market, highlighting opportunities for income generation and considering procurement strategy.

Financial Case: providing a comparative cost profile and understanding of financial risk for each of the options under consideration.

Management Case: a review of the operational arrangements and risks attached to each option.

This case:

- assesses five potential delivery models for the future provision of Waste/Recycling and Street Cleansing Services; and
- provides an outline business case supporting a specific recommendation as to a preferred solution for Member consideration.

As delivery of these services currently accounts for around 30% of General Fund revenue expenditure, incorporates statutory duties and directly affects every resident and visitor experience, they are clearly linked to the Council's aims, objectives and strategic aspirations.

The contracts were last procured in 2011, services started in 2012 for an initial seven-year period, and in 2019 were extended by a further seven years. Efficiency savings and service variations have both featured in this time. Notably an entirely new garden waste service has been introduced. The Waste and Recycling contract has an end date of 31st January 2026; the Street Cleansing contract has an end date of 31st December 2025.

The five potential approaches to delivering these services can be summarised as:

Option 1: Re-tender Waste/Recycling and Streets services as a single contract.

This will require the contract to be substantially amended to reflect the existing variations and necessary updates for legislative requirements. The case for continuity with, where viable, marginal improvements to the current operating model provides the financial 'baseline' against which other options can be compared. If this option is then developed, other changes can be considered as part of the specification/negotiation process to bring additional benefits or risk reduction (for example asset ownership, recyclate sales, trade waste service development). More active contract management and monitoring would be required on an ongoing basis. As the service commissioner, the Council needs to be certain that the capacity and capability exists in the market to meet its needs on a viable financial basis. It is already being delivered by Veolia. It is considered likely to attract additional tenders from others given location, other operators in the area and the likely scope of the contract.

Option 2: In-house delivery (not a LATCo).

Delivering the services through DSO or 'in house' arrangements; this eliminates external profit and contract procurement costs but increases other costs such as pensions, support services staff, IT provision. This typically involves TUPE of affected staff from the current contractor to the Council (noting differences in terms and conditions), ownership and operation of transition arrangements and fleet assets. There is more direct control of the service being delivered and future changes in scope. This option still requires active outcome management and monitoring of services delivered. The exclusion of Local Authority Trading Company (LATCo) arrangements is at the request of the Council and reflects no appetite to operate these arrangements due to previous experience of them. However, it is observed that similar level of involved and dedicated governance, risk management and approach to business management is required to operate a Joint Venture successfully and if 'in-house' delivery is felt a preferred option then it is suggested the relative merits of operating those 100% council owned arrangements as a LATCo could be further investigated at that point. The differences are considered unlikely to change the outcome of the Options Evaluation.

Option 3: Tendered Waste/Recycling Services, In-house Street Cleansing

This option would involve the tender of Waste/Recycling services in an updated specification to the current contract, and the bringing in-house of the Street Cleansing services. This would reduce the efficiencies of scale and operational flexibility offered to a commercial company tendering for the work. This would eliminate external profit and increase the flexibility and control of street cleansing by the Council. However it also increases costs such as pensions,

support services staff, IT provision. This typically involves TUPE of affected staff from the current contractor to the Council (noting differences in terms and conditions), ownership and operation of transition arrangements and fleet assets.

Option 4: Outsourcing (peer to peer Joint Venture (JV) with Norse)

This option would see the setup of a joint venture company co-owned by Tendring and Norse Commercial services, which is part of the Norse group (a Local Authority Trading Company owned by Norfolk County Council). This partnership would involve co-management of the new company and provide a profit share arrangement. Staff would TUPE to the new company. This would provide more control to the Council over the services delivered, and variations would be managed by partnership agreement rather than contractual changes. It would require short-term legal and finance input to establish the company and ongoing governance support (provision of company directors; active partnership input). The Council has engaged in talks with Norse and has received a partnership proposal (Sept 2023) which has fed into this Outline Business Case. This proposal excludes provision of fleet; this is reflected in the finance analysis section.

Option 5: Shared service

Operating a service in partnership with another local collection authority has previously been discussed by Tendring. This typically requires a 'lead' authority to operate the service on behalf of another, with an Agreement for provision of services and a recharge arrangement. Whilst there is ongoing discussion across Essex authorities about the principle of future sharing of services, there are no active discussions on options for Shared Waste and Streets services. Given the timescales and certainty required for a known outcome by mid 2025 this is not recommended for further assessment. After discussion with officers, this option is being discounted at this stage.

4. Options Appraisal – Summary Outcome

The Evaluation Matrix below is intended to enable the Council to assess the merits of each alternative service delivery option when compared to the current delivery model by assessing each option against a standard set of criteria.

Council Objectives and aspirations	Observations
 Strategic alignment Pride in our area and services to residents. Raising aspirations and creating opportunities. Championing our local environment. Working with partners to improve quality of life. Promoting our heritage offer, attracting visitors and encouraging them to stay longer Financial sustainability and openness. 	The Council will wish to ensure that any future delivery model balances financial benefit against a wider range of strategic objectives.
 Council control (improvement over current) Driving Efficiency/Improvement Responding to Change: Development/Innovation 	It is anticipated that a new delivery model will offer the Council an increased amount of influence and control over this service portfolio. The Council wishes to be more directive in terms of how these services develop and are performance managed in terms of KPIs and outcomes.
 Financial impact Net Operating Cost (medium term and future) Transition Investment Cost Client-side Development Costs 	The Council wishes to demonstrate cost- effectiveness and an overall recurrent reduction in net operating costs. However, there is a recognition that with this type of transition, there is an investment cost/opportunity cost to be borne due to the change and transition period. In addition, the Council will wish to, as far as is practicable mitigate the additional costs of increased legislative burdens (Environment Act 2021).
 Deliverability and risk Commercial Impact (Customers/Value) Complexity/Potential Disruption Change Management Requirement Familiarity with new operating model 	The Council understands the risk of disruption that change can present and the importance of resourcing change in an appropriate way. It also recognises that service quality and effectiveness must be maintained during transition.
 Service quality Customer Perspective – Stability 	Being customer facing, these services are of a critical nature and there is a need to ensure that the perceived quality of delivery is not adversely impacted by the introduction and operation of a new delivery model.

Evaluation criteria

The following table is not provided as a definitive ranked assessment of the options. Rather, it presents a quantitative view of the relative merits of each option in relation to the criteria listed in the table below. The scoring helps to indicate the potential 'fit' of each option, reflecting the breadth of the Council's requirements/expectations.

Criteria	Weighting	Option 1 Contract out all services	Option 2 Bring all services in- house (not via a LATCo)	Option 3 Waste & Recycling contracted out, Street Cleansing in- house (not via a LATCo)	Option 4 Outsource (peer to peer Joint Venture (JV) with Norse or similar)
Strategic alignment	4	3	4	3	2
Degree of Council control	3	4	5	3	2
Financial impact	5	5	2	2	3
Deliverability and risk	2	3	2	2	4
Service quality	3	4	4	3	3
Total (Weighted)		67	57	44	46

Explanatory Notes

- 1. The Weighting of the criteria reflects their relative importance to TDC
- 2. The individual scoring of criteria are as detailed in the table below.

Scoring	Impact compared to current	
5	Significant additional advantage to TDC	
4	Marginally favourable to TDC	
3	Neutral	
2	Marginally disadvantageous to TDC	
1	Significant negative impact on TDC	

The scoring presented above is not intended to be the sole basis for a 'stop/go' decision but the outcome does provide a clear perspective to support the recommendation to take forward Option 1: Contract out all services (i.e. re-tender Waste/Recycling and Streets services as a single contract) as the preferred option.

The remainder of this Report constitutes the Outline Business Case (OBC) for that Option.

5. Strategic Case

This section focusses on illustrating how the preferred future delivery option of reprocurement aligns with the Council's vision and strategic plan, and with changing legislative requirements which impact this work.

Corporate Plan – the new plan was adopted in November 2023, with initial highlight priorities agreed in Scrutiny Committee in January 2024. With a cross-cutting theme of putting community leadership at the heart of everything it does, the Council's vision is focussed around five emerging themes. The table below illustrates how the in-scope services support these, including **2024/5 priorities**:

Pride in our area and services to residents				
Put residents first, promoting	These services directly affect every resident and will help			
clean and tidy communities	maintain and improve the local environment			
Getting the basics right on our	The waste and street cleansing services are a key basic			
services	service delivered by the council and review of their			
	provision gives an opportunity to improve and optimise			
	them.			
Promote pride in our	A clean and well serviced environment is one residents are			
communities	proud of. The 2024/5 priority for this area includes			
	delivering the Options Appraisal for waste and street			
	cleaning strategy.			
Harness the power of digital	These services can be continually improved - both behind			
delivery of services while	the scenes and to support customers' increasing use of			
ensuring that no resident is left	digital technology to engage with the council.			
behind.				
Raising aspirations and creating	opportunities			
Allow businesses to thrive in	Businesses linked to tourism benefit from a well-maintained			
our District	District			
Encourage responsible	Tourism can be supported by a well-maintained District; the			
tourism, develop our cultural	local economy depends in part on tourism			
sector and economic growth				
Championing our local environm	ient			
We believe our environment is	Services provide for maintaining and improving the look of			
special and therefore,	the District and reducing the environmental impact of litter			
deserves protection.				
We want to maintain spaces	Residents and visitors enjoy environments which are well			
for leisure, wellbeing and	maintained and managed			
active lifestyles				
We will be tough on those who	Enhancing capacity to be tough on those that litter and fly-tip			
do not respect our environment	on land for which the Council is responsible.			
Working with partners to improve quality of life				
Build on joint working to	These services, however delivered, will involve working with			
improve the quality of life for	community groups and businesses to support and deliver a			
our residents	well maintained environment, key for a good quality of life			

Promoting our heritage offer, attracting visitors and encouraging them to stay longer				
We want to boost our tourism by	Residents and visitors enjoy environments which are well			
attracting more visitors to the 36	maintained and managed			
miles of sunshine coast				
We will support our unique	These services can include scope for post event cleaning/			
heritage, work with our partners,	enhanced cleaning and collections around the time of			
run events and promote the	events.			
district for the benefit of our				
residents and to encourage				
visitors to come and to stay for				
longer				
Financial sustainability and open				
Carefully planning what we do,	These services account for a significant part of the Council's			
managing capacity and	budget and ensuring they are optimised and delivered			
prioritising what we focus our	efficiently is critical; some are statutory and therefore a			
time, money and assets on.	priority.			
Tough decisions will not be	Carefully plan the Council's budget and taking appropriate			
shied away from, but will be	action to respond to liabilities / costs pressures. There are			
taken transparently, be well-	many options on how to deliver waste collection and street			
informed and based on	cleansing and the Council is challenged by finite budgets			
engagement with our	and the extensive demands of urban and rural areas and			
residents.	seasonal variations in visitor numbers – reviewing these			
	services will involve engagement and negotiation			

The draft corporate plan consultation process included specific questions on waste and recycling, and street cleansing and litter, and key feedback from residents and businesses has recently been reported (Mackman Research, draft report August 2023):

- In summary, residents share the view that areas appear unpleasant due to the build-up of household waste in front gardens This, alongside litter and dog foul in local streets, make towns appear neglected and uncared for to visitors. Respondents have suggested that alongside increased street cleaning and rubbish collection, repercussions should also be in place for perpetrators, such as fines exacted as a penalty.
- Asked 'If the Council could afford to expand waste and recycling services, what would you like to be added to the current service?', 43% of respondents said kerbside glass collection, 30% raise the range of items to be recycled, and for a recycling service for flats.
- Asked 'If the Council had to reduce the service, what would you be happy to see change or reduce?', 72% said no change. Mackman Research state 'An overwhelming 340 respondents at a district wide level specifically commented for no reduction in existing services. Currently they describe the service as the "bare minimum" and there are fears of increased fly tipping otherwise.'
- Asked 'If the Council could afford to expand the street cleaning service, what would you wish to see added to the current service?', 73% of respondents said better standards and increasing the frequency of cleans.

 Asked 'If the Council had to reduce the service, what would you be happy to see change or reduce?', 95% said there should be no reduction - residents are unable to foresee a scope in reducing waste and street sweeping services.

Waste Strategies – the Council is part of the Essex Waste Partnership which is currently consulting on a Joint Municipal Waste Management Strategy (JMWMS) covering the period up to 2054. The partnership's vision is to be a zero-waste county, and the draft strategy 'brings a new focus on how we will deliver an effective, efficient and sustainable service for the future. Following the Environment Act 2021, national policy and the findings of the Essex Climate Action Commission 2020, the new strategy updates the EWP's approach to reducing the impact that waste management has on climate change.'

The four priorities in the draft are to move to a circular economy, deliver the waste hierarchy, collaborate and innovate, and educate and engage. With detailed stated aims, such as:

- To reuse, recycle or compost at least 70% of waste by 2030
- To ensure that all Essex residents have access to comprehensive recycling services for plastic, paper and card, metal, glass, food and garden waste, by 2026

it is clear that the Council's contribution to the partnership will be intrinsically linked to the waste and street cleaning services under consideration here.

Essex County Council (ECC) Waste Disposal Strategy – the County Council has responsibility for disposal and aims for no waste to landfill by 2030. Any changes to local disposal arrangements have significant impact on the operation and costs of Tendring District's contract for collection; ECC is currently procuring solutions for disposal and there will be greater clarity later this year. Ideally this will involve using the Waste Transfer Station at Ardleigh (A120); contracts for food/garden waste disposal will also be under review by 2028.

Council Waste Strategy – the Council does not currently have a waste strategy; this may follow from the corporate plan and the agreement of a final Essex Waste Partnership Strategy.

Legislative requirements - this is a key area for consideration for these services at this time. While the current statutory requirements for the Council are well known, and there is considerable flexibility in how domestic and commercial waste collection and street cleansing duties are discharged, there are changes contained in the Environment Act 2021 (EA21). The EA21 represents a fundamental change in how waste management services nationally will need to be delivered and how they will be paid for. These include statutory changes and incentives - the potential impact of these changes may be significant and will certainly bring changes up to and beyond 2026. As a result, any delivery method needs to ensure flexibility and accounts for these risks to be accommodated.

Government had previously said it wants to standardise waste collection in England, leading to recyclables and residual waste having to be separated (potentially into different bins). More recently, Government has re-committed to UK Net Zero by 2050 and revealed its 'Simpler Recycling' plans for England – in summary:

- By 31st March 2026 all Authorities must collect food waste weekly from "most" households and recyclable waste in glass, metal, plastic, paper and card and garden waste. Significantly, dry recyclable materials can now be co-mingled for collection, reducing the number of bins required;
- after much sector lobbying, garden waste will remain chargeable;
- Residual waste is expected to be collected "at least fortnightly" in line with the perceived issue of 'smelly bins';
- Further changes will follow recyclable plastic film and flexible packaging is to be collected for recycling from households and businesses by 31 March 2027.

Whilst the 'what' and 'when' of collections has become clearer, there remain big open questions, especially around future funding, including:

- how much material will no longer need to be collected consequent to the Deposit Return Scheme (specifically in terms of household glass);
- how Authorities will be compensated for consequential additional costs / loss of pre-existing income (noting this has been promised but may not cover full cost given wider austerity pressures and historic track-record);
- on what basis the packaging industry will fund the collection of recyclable materials under the new Extended Producer Responsibility (EPR) obligations.

The last point warrants specific comment – EPR represents a major cost transfer from Government to industry in the order of £2.7 Billion per annum. The packaging industry will pay collection authorities on the basis of what it assesses to be an 'efficient and effective collection' system by reference to a specific peer group of similarly positioned authorities. Government will also monitor the position in pursuit of the national target and may penalise under-performing authorities.

If an authority is considered a relative under-performer, then it may only receive around 80% of the payments it otherwise would – this, along with the recycling credits currently foregone, could have a material, direct financial impact on the Council.

The table below shows the Council's recycling performance alongside that of similar authorities noting that this is not the grouping that will be applied for EPR payment purposes.

Peer Group - Relative Performance (2021/22)				
Authority	Total Household Waste Collected (Tonnes)	Residual household waste per household (kg/household) (Ex NI191)	Percentage of household waste sent for reuse, recycling or composting (Ex NI192) -	Household Waste Recycling % (Dry Waste excl. Composting)
East Lindsey District Council	57,499	487.2	40.5%	18.2%
Tendring District Council	52,857	435.9	40.4%	20.3%
Great Yarmouth Borough Council	40,122	569.2	31.0%	20.5%
North Norfolk District Council	45,507	472.9	42.3%	21.2%
North Devon District Council	39,138	427.0	48.2%	21.2%
Thanet District Council	52,829	510.4	34.4%	21.4%
Scarborough Borough Council	45,807	506.5	35.9%	22.2%
Torridge District Council	25,056	349.3	53.9%	22.8%
Arun District Council	60,061	451.6	42.6%	24.7%
Fylde Borough Council	33,093	459.0	44.4%	25.9%
Teignbridge District Council	51,379	359.3	55.6%	26.2%
Dover District Council	41,672	436.0	43.7%	26.3%
Wyre Borough Council	44,030	447.2	45.7%	28.1%
Waverley Borough Council	47,147	353.0	58.9%	30.5%

The % household waste recycling is the key value; it shows Tendring as being a lowest quartile performer and this is likely to have an impact on future income (EPR payments) under the new arrangements. This is therefore a matter under the control of the Council and promotes an invest to gain rationale when determining the specification of the materials and methods of collection regardless of delivery model.

The current dry recycling collection system is based on twin boxes, with one box type collected each week along with food waste. That system typically produces good quality tradeable materials (due to improved segregation at source) and this is in Veolia's interest as the current contractor as they retain the resulting commodity product value.

Many other authorities choose to co-mingle recyclable materials in a wheelie bin and collect it on a fortnightly basis because it is simpler for residents (less containers), more cost effective in operating terms and can capture more material but with a lower quality / product value i.e. there is a degree of trade-off.

Previously, increased segregation of recyclable materials at the point of collection was the nationally set direction of travel but 'Simpler Recycling' effectively makes co-mingled collection the default solution. That solution would logically be adopted locally – in turn:

- the new contract specification under development will need to reflect the change of waste collection system (which retaining as much flexibility as practicable to respond to future / uncertain legislative developments); and
- as part of the wider programme of work discussed in Section 5 below, an assessment is underway to quantify:
 - \circ $\;$ the foreseeable impact on recycling rate / tonnage; and
 - potential impact on EPR / recycling payments initial estimate is a financial risk of up to £275k per annum

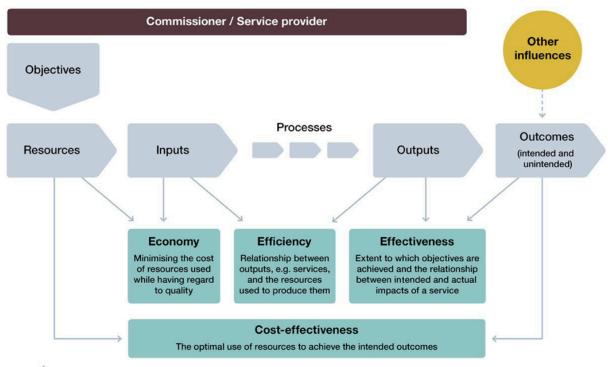
This is not the only significant change envisaged in contract specification. Specifically, street cleaning is currently operated on the basis of a set schedule of frequencies i.e. what is generally termed an input-based specification. Market practice, supported by greatly improved ICT management and monitoring solutions since the original contract was let, is to specify the <u>quality</u> of sweeping instead i.e. to have an outcome-based specification. Again, it is recommended Tendring following this standard path, which transfers the quality obligation to the contractor, tends to be more cost effective in terms of delivery resources and minimises the level of contract monitoring resource deployed on the part of the Council.

Determining the optimum level and type of service that the Council will seek to deliver is imperative as this will improve the accuracy of likely costs and risks. A statement of contract principles has been developed – the is a 'live' document that will be amended in response to the developing legislative framework and the feedback of contractors in the soft market testing process. The current version agreed at the Waste Project Board 27/02/24 is in Appendix B.

6. Economic Case

As the National Audit Office diagram below illustrates, VfM is not merely concerned with achieving the lowest price or cost but is firmly anchored in the linkage between Objectives and Outcomes. Therefore, to establish that a particular solution delivers VfM, it must show that it meets three key criteria:

- Economy: spending less minimising cost, but not sacrificing quality.
- Efficiency: spending well to support the delivery of anticipated outcomes.
- Effectiveness: spending wisely intended and actual impact.



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Contributes to the measurement of ...

Economy: spending less- minimising cost, not sacrificing quality

These services are resident-facing and business-facing services and have a direct impact on visitors to the District. The quality of delivery is clearly noticed by residents and the Council recognises that, in changing any of its delivery arrangements, it wishes to ensure that the perceived service quality is at least maintained at current levels (insofar as is affordable).

The Council has an opportunity through the re-procurement process to secure demonstrable value-for-money, ensure maximum control over future costs and realise the opportunity to invest in improvements that will impact on service quality and how residents perceive this.

Efficiency; spending well- to support the delivery of outcomes

The re-procurement option will realise efficiency potential and maximise effectiveness in the delivery of the service portfolio.

Current arrangements have been in place for many years. In the intervening period, the regulatory landscape has changed but also market practice has moved on with greatly enhanced ICT solutions etc. As such, it is timely and appropriate not just to review the service specification but to ensure there is 'joined up' organisational approach to such wider aspects as digital strategy / customer interface. An ongoing programme of business improvement is also being proposed and delivered – see section 9.

Effectiveness: spending wisely – intended and actual impact

Delivery of the future waste / recycling and street cleansing services is not solely focussed on saving money and sustaining income. The Council wishes to ensure that its future delivery model can support the Council's wider strategic priorities and adapt to changing legislative guidance and drivers. Regardless of the delivery model, there is an opportunity to design and implement improved performance management and monitoring, which members and officers are keen to deliver.

Capital cost considerations and opportunities

This project acts as a prompt for the Council to consider its future approach to the capital funding of environmental service assets regardless of the delivery method adopted. For many years, such operating assets (typically refuse vehicles, waste containers and street sweepers) have been supplied and expensed by the contractor (Veolia) meaning the Council was relieved of the direct capital expenditure burden but charged for the provision of those fleet assets through the annual contract charge – this is therefore recurring General Fund revenue expenditure. Options for alternative financing of these assets have been explored under the Business Improvement Plan (BIP).

7. Commercial Case

Is this service viable; is there a supplier to meet needs?

With a contractor currently delivering the broad services required there is assurance that there is at least one actively interested provider which can meet the Council's business needs. The Council is in a good position to secure a value for money delivery method as it

has access to industry and transformation expertise as well as advice on procurement (through Essex County Council).

Can we develop a more commercial approach?

There are opportunities to improve income through this process, for example looking at the ownership of recyclates, basis of asset provision etc However, these are limited, likely to be small components of the overall budget and may be dwarfed by the relative impacts of reduced income from future EPR payment and changes to disposal costs, which remain large uncertainties.

Procurement strategy and route

The Council has engaged Essex County Council as its procurement partner. In March, ECC issued a Prior Information (PIN) notice seeking information from potential service providers. The request for information closed during the week commencing 25 March and will provide the Council with useful information to inform the next stages of the procurement process.

The working contract principles agreed by the Waste Contract Board and shown in Appendix B will aid the Council in developing a service specification.

The broad indicative procurement timescales are as follows:

- April 2024 completion of soft market engagement undertaken via the Prior Information Notice
- August 2024 report to Environment Portfolio Holder setting out the service specification that will be used in the contract documentation sent out for tender as part of the procurement process. Tender exercise launched.
- August / September 2024 Tender process commences
- July September 2025 contract award

These timescales will be further refined once the PIN notice responses are assessed.

8. Financial Case

Financial Baseline & Information Sources

The baseline for the financial appraisal is FY23/24 given that this represents the most reliable, current information available. The service budget indicates aggregate contract payments to Veolia of approximately £6.8m per annum. As an observation, that figure needs to be set in the context of the £22.4m General Fund net cost of all services - the optimum waste solution is crucial to corporate financial resilience. The current contract payments can be split as follows:

- waste collection: £4.0m
- street cleaning: £2.1m
- green waste collection: £0.7m

Legislative uncertainty applies to all future delivery options and it is not possible to provide a definitive statement as to the future financial envelope. As such, the options appraisal was predicated on a largely a subjective assessment of the relative cost and financial risk of the various variable options to assist the Council in making an informed decision as to its preferred future delivery option.

To summarise, the re-tendering option is considered advantageous from a financial perspective because:

- internalisation would be unaffordable primarily courtesy of the need to fund LGPS which would exceed any benefit from internalisation of current contractor profit;
- shared service arrangements are not practicable / have high delivery risk versus the timeline required to procure and instigate new delivery arrangements;
- the JV model is not credible and does not present any material financial advantage over straight-forward market provision;
- market providers have developed a suite of proven, cost-effective operating solutions that can also provide assurance in terms of regulatory compliance / response; and
- active market engagement together with a well-managed competitive procurement process will assure the best value outcome.

Does the current contract provide value for money?

This is relevant in terms of the potential to improve current efficiency and effectiveness to reduce baseline net cost to the Council. EELGA has not conducted a detailed VFM review, which would be a costly exercise requiring significant data sets, but there are several reference points that assist in forming a view as to the current service and the potential to improve. These are the White, Young Green (WYG) report commissioned by the Council in 2019, the Norse Group JV proposal with initial costings, and a basic assessment of operational productivity. Given the commercial sensitivity of some data, it is not presented here, but as an overall subjective assessment, the efficiency of the current operation could be improved. A release in resources could then be used to reduce the impact of previous cuts in provision (specifically in terms of street cleaning). This conclusion informs the approach to business improvement, to be captured in a formal, joint BIP.

9. Management Case

The purpose of the Management Case is to consider whether robust arrangements are in place for the delivery, monitoring and evaluation of the proposal under consideration including in relation to change and contract management, benefits realisation and risk management.

There are two key actions which are within the control of the Council, being:

- robust business planning, transition management and performance management; and
- the deployment of sufficient and appropriate resource to assure the delivery of the targeted financial and strategic outcomes.

When the Council has determined its preferred option and ratified the Outline Business Case, a fully detailed Business Plan will be required. Currently, the following key non-financial risks for management are identified below:

Risk area	Assessment		
Capacity -	Low: Closest to 'business as usual'. If the contractor changes, likely that most staff will		
operational	TUPE, although not guaranteed for manager roles. Recruitment of operational staff likely		
	achievable. Flexibility across services can ensure core operations delivered.		
Capacity –	Low: Requires short term increased leadership input during procurement and possible		
leadership	contract change period. Part of current roles.		
Capacity – support	Low: Services such as HR and IT unlikely to be impacted significantly. If contractor changes,		
services	integration of systems and assets may be required, but likely supported by contractor		
	transition team.		
	Legal and projects /procurement services involved through to contract award; currently		
	planned for. Potential for teams to support fleet and depot solutions.		
Cultural change	Low: Operational staff remain employees of contractor and Council staff retain contract		
	management roles although with move to increase contract management and monitoring.		
Operational	Low: Fleet and depot changes could be managed with little direct impact – part of contract		
resources (assets)	negotiation and liaison between contractors as necessary.		
Control over	Medium: Contract provisions for variation will need to be negotiated in light of changing		
services, including	legislation and ongoing uncertainty.		
flexibility			

Current arrangements have been in place for an extended period and it is timely to conduct a systematic review to ensure the new arrangements are future proofed, affordable and 'joined up' in wider organisational terms. EELGA is working alongside the in-house team as an expert critical friend on a number of interlined business improvement work-steams, which can be summarised as follows:

- Development of the core new contract principles
- Improving understanding and operational efficiency
- Improving understanding of future financial position
- Determining the optimum solution in terms of future asset provision

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- Interface with the wider Council organisation (customer service etc)
- Getting ready to go to market

Development of a Business Improvement Plan (BIP) forms a key component of this wider programme delivery plan, for which the Senior Responsible Officer (SRO) is accountable. This plan is live – it adds to ongoing improvements already in progress, aims to enhance the management arrangements for the current contract and introduces new items to support both the procurement of and transition to the new contract, regardless of the operator.

Recommendations are grouped in four areas:

- Data
- Performance management
- Operational improvements (of the contracted services)
- Operational changes (within the council)

The output of this work will be reported regularly to the Waste Contract Board and inform the wider programme delivery plan.

The overall programme is overseen by Damian Williams as Corporate Director with Tim Clarke, Assistant Director leading the project delivery. Jonathan Hamlet as Waste & Recycling Manager is leading the development of the specification, liaising with ECC procurement and will lead the roll out of the new service in 2026.

A strategic outcomes document will be prepared setting out who is responsible for each aspect of the project including who is responsible, accountable, who will be consulted and who will be informed of decision at each stage. It is understood that this document has already been drafted in respect of the procurement phases.

A report due to be considered by the Council's Cabinet on 19 April seeks approval to progress with Option 1 and go out to tender along with various delegations so that key decisions required prior to contract award can be made by the Corporate Director.

Legal considerations

The re-procurement option does not present any significant legal challenges – typically advice and support could be needed on employment transition, partnership agreement and landholdings / leasing, transport licensing and data management.

The Council is advised to secure support from specialist legal, accounting and treasury advisors. This is understood to be readily available through framework arrangements already in place and broad costings are estimated by TDC legal at £15-20,000. However the scope and full cost of any legal commission will be highly dependent on the procurement route and specification.

10. Recommendations

This outline Business Case provides initial ranked options and further develops the case for Option 1 - contract out all services; it is recommended that the Council adopts this Option.

The outline contract principles agreed at the Waste Project Board 27/02/24 (and contained in Appendix B) will inform the next stages of procurement and development of the contract specification activity and will in turn be updated as informed by those processes.

It is recommended that a formal decision is now made to proceed with Option 1 with the governance route set out in the Management Case section above.

The final decision in respect of any contract award and setting of a service budget will be made by the Council's Cabinet followed by approval at Full Council.

Appendices:

Appendix A: Extract from 'Guide to developing the project business case' HM Treasury 2018

Appendix B: Statement of contract principles agreed at Waste Project Board 27/02/24

Appendix A

Extract from 'Guide to developing the project business case' HM Treasury 2018

www.assets.publishing.service.gov.uk

Determining the strategic context and undertaking the Strategic Assessment Step 1: determining the strategic context Gateway 0: strategic assessment

Stage 1 – Scoping the scheme and preparing the Strategic Outline Case (SOC) Step 2: making the case for change Step 3: exploring the preferred way forward Gateway 1: business justification

Stage 2 – Planning the scheme and preparing the Outline Business Case (OBC) Step 4: determining potential Value for Money (VfM) Step 5: preparing for the potential Deal Step 6: ascertaining affordability and funding requirement Step 7: planning for successful delivery Gateway 2: delivery strategy

Stage 3 – Procuring the solution and preparing the Full Business Case (FBC) Step 8: procuring the VfM solution Step 9: contracting for the Deal Step 10: ensuring successful delivery Gateway 3: investment decision

Implementation and monitoring Gateway 4: readiness for service

Evaluation and feedback Gateway 5: operations review and benefits realisation

Appendix B TDC Waste and Street Cleansing contract principles

The waste Project Board has agreed a set of broad service principles, summarised as:

- A single contract for all services in scope.
- Expected procurement method is Competitive Procedure with Negotiation.
- Outcomes-based contract for all recurring work. Schedule of rates for irregular / adhoc work.
- Street cleaning work to be based on the standard Environmental Protection Act 1990 standards applied on a local zoning system.
- Waste collection must comply with the Environment Act 2021 requirements.
- Aspiration to improve recycling rate.
- Future contractor expected to largely self-monitor and report on its delivery and performance.
- Future contractor to act as a single point of contact for the management and resolution of resident and business customer issues.
- Contractor to take full advantage of ICT in its operations and is proactive in engaging in the delivery of the Council's digital aspirations.
- The current spending of £4m on waste & recycling collection, £2.1m on street cleansing and £0.7M on garden waste collection to be the starting point financial envelope.
- Preferred contract term to be discussed with the market.
- The Council is willing in principle to finance the purchase of waste vehicles but with full responsibility for their management to rest with the contractor.
- Current depot at Fowler Road to be offered at a peppercorn rent.

Members of the administration have indicated their desire for the Council to continue with a fortnightly residual waste collection from wheeled bins (weekly for black sacks) as opposed to moving to a three-weekly schedule. This leaves those submitting bids to run the service to determine the most effective means by which to collect recyclable material in order to comply with the Environmental Act 2021.

Agenda Item 15

CABINET

26th JULY 2024

REPORT OF THE PORTFOLIO HOLDER FOR HOUSING & PLANNING

A.7. ADOPTION OF FIRST SEVEN CONSERVATION AREA APPRAISAL AND MANAGEMENT PLANS AND START OF THE LOCAL LIST PROJECT

(Report prepared by William Fuller)

PART 1 – KEY INFORMATION

PURPOSE OF THE REPORT

- To update Cabinet on the progress of updating the District's Conservation Area Appraisal and Management Plans and preparing a Local List of nondesignated heritage assets.
- To seek agreement from Cabinet that the final versions of seven Conservation Area Appraisals and Management Plans be adopted by the Council.
- To seek agreement from the Cabinet that the final version of the Local List Criteria also be adopted by the Council.

EXECUTIVE SUMMARY

One of the aims of the Council's adopted Heritage Strategy is for the Council to reassess each of the District's twenty Conservation Area Appraisals.

Fifteen of these have now been the subject of public consultations.

Seven Appraisals have now been amended after comments were received, and these seven Appraisals are now ready for adoption by the Council, which will enable them to be referred to as a material consideration in planning matters.

A further aim of the Heritage Strategy was for the Council to prepare a list of nondesignated heritage assets (also called a 'Local List').

The criteria against which buildings and structures would be assessed for inclusion on the Local List was also the subject of a public consultation.

The Local List criteria was amended following consultation responses and is now ready to be adopted by the Council. It can then be used for of a six month 'Call for Heritage Sites' consultation later in the year, during which time people will be invited to make suggestions for what should be included on the Local List.

RECOMMENDATION(S)

That Cabinet:

- (a) considers and agrees to the formal adoption, by the Council, of the final Conservation Area Character Appraisal and Management Plan for the following areas (found at Appendices A to G):
 - Brightlingsea,
 - Lower Dovercourt,
 - Frinton and Walton,
 - Great Bentley,
 - Harwich,
 - Thorpe-Le-Soken, and
 - Thorpe-Le-Soken Station and Maltings.
- (b) considers and agrees to the formal adoption, by the Council, of the Local List Criteria (found at Appendix H); and
- (c) authorises the Director of Planning, in consultation with the Portfolio Holder for Planning and Housing, to commence public consultation for the 'Call for Heritage Sites' for a period of no less than six months.

REASON(S) FOR THE RECOMMENDATION(S)

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 nor the Local List Criteria. 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 and would not progress the opportunity to give the heritage of the district greater protection through the establishment of a Local List. The Council's ability to conserve and enhance the district's historic environment would be reduced.

PART 2 – IMPLICATIONS OF THE DECISION

DELIVERING PRIORITIES

Having up-to-date Conservation Area Appraisals will help in the preparation of the new Local Plan. The review of the Local Plan is identified as a priority within the

Corporate Plan (Our Vision) 2024-2028. On 20 December 2023, the Planning Policy and Local Plan Committee agreed a set of overarching principles that will guide the review of the Local Plan with the aim of submitting an updated Local Plan to the Secretary of State before June 2025.

OUTCOME OF CONSULTATION AND ENGAGEMENT (including with the relevant Overview and Scrutiny Committee and other stakeholders where the item concerns proposals relating to the Budget and Policy Framework)

The Conservation Area Appraisals and Local List Criteria document have been the subject of public consultation. This included making all documentation available at the Council's website and at the Council Offices and the hosting of drop-in events at village halls within (or close to) the Conservation Area being assessed.

See further details in Part 3 – Supporting Information, below.

LEGAL REQUIREMENTS (including legislation & constitutional powers)

Is the recommendation a Key Decision (see the criteria stated here)	ΝΟ	If Yes, indicate which by which criteria it is a Key Decision	 Significant effect on two or more wards Involves £100,000 expenditure/income Is otherwise significant for the service budget
		And when was the proposed decision published in the Notice of forthcoming decisions for the Council (must be 28 days at the latest prior to the meeting date)	29 April 2024

National Planning Policy Framework (December 2023), paragraphs 196 and 197 state:

Plans should set out a positive strategy for the conservation and enjoyment of the historic environment, including heritage assets most at risk through neglect, decay or other threats. This strategy should take into account:

a) the desirability of sustaining and enhancing the significance of heritage assets, and putting them to viable uses consistent with their conservation;

b) the wider social, cultural, economic and environmental benefits that conservation of the historic environment can bring;

c) the desirability of new development making a positive contribution to local character and distinctiveness; and

d) opportunities to draw on the contribution made by the historic environment to the character of a place.

When considering the designation of conservation areas, local planning authorities should ensure that an area justifies such status because of its special architectural or historic interest, and that the concept of conservation is not devalued through the designation of areas that lack special interest.

X The Monitoring Officer confirms they have been made aware of the above and any additional comments from them are below:

N/A

FINANCE AND OTHER RESOURCE IMPLICATIONS

TDC Officers are leading on this project with the input of Essex County Council Place Services under a Service Level Agreement (SLA). The work has been funded through agreed budgets.

Adoption of the Conservation Area Appraisals will assist in attracting external funding for heritage related activity in the District. Potential sources of funding include:

- National Lottery Heritage Fund,
- Section 106 Agreements, and
- Partnership Schemes in Conservation Areas with Historic England.

X The Section 151 Officer confirms they have been made aware of the above and any additional comments from them are below:

N/A

USE OF RESOURCES AND VALUE FOR MONEY

The following are submitted in respect of the indicated use of resources and value for money indicators:

 A) Financial sustainability: how the body plans and manages its resources to ensure it can continue to deliver its services; B) Governance: how the body ensures that it makes informed decisions and properly manages its risks, including; and C) Improving economy, efficiency and effectiveness: how the body uses information about its costs and 		
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MILESTONES AND DELIVERY

See background below.

ASSOCIATED RISKS AND MITIGATION

The adoption of the Conservation Area Appraisals supports the Council's duties to maintain and enhance heritage assets and so reduces the risk of the district's heritage assets being diminished or lost.

EQUALITY IMPLICATIONS

The recommendations in this report are aimed at benefitting all who live, shop, work and visit the District.

SOCIAL VALUE CONSIDERATIONS

There is a growing wealth of evidence that demonstrates the role heritage plays in improving mental wellbeing and physical health. People who visit heritage sites reported higher life satisfaction and happiness scores, as well as lower anxiety (Department for Culture Media and Sport 2015).

IMPLICATIONS FOR THE COUNCIL'S AIM TO BE NET ZERO BY 2030

N/a.

OTHER RELEVANT CONSIDERATIONS OR IMPLICATIONS

Consideration has been given to the implications of the proposed decision in respect of the following and any significant issues are set out below.

Crime and Disorder	Heritage	assets	are,	unfortunately,
	vulnerable	e to crime	. Havir	g a strategy for

	promoting heritage assets in the district should contribute positively to their maintenance.
Health Inequalities	There is a growing wealth of evidence that demonstrates the role heritage plays in improving mental wellbeing and physical health. People who visit heritage sites reported higher life satisfaction and happiness scores, as well as lower anxiety (Department for Culture Media and Sport 2015). Across Essex there are a number of schemes and organisations to encourage and support healthy activity, such as Active Essex and Healthy Life Essex. Tendring's heritage provides a positive platform to encourage people to enjoy the outdoors and take positive steps for their personal health and wellbeing. Heritage Trails, for example, are already established in Harwich and Dovercourt, Frinton-on-Sea, Clacton-on-Sea, Jaywick Sands and Walton-on-the- Naze, and encourage walkers to take routes through the historic environment. Promoting these to new groups and partnering with healthy organisations can open heritage to new audiences and increase wellbeing.
Subsidy Control (the requirements of the Subsidy Control Act 2022 and the related Statutory Guidance)	N/a.
Area or Ward affected	All in respect of the Local List but with a focus on those specific wards where Conservation Areas are the subject of the Appraisal and Management Plans.

PART 3 – SUPPORTING INFORMATION

BACKGROUND

The Tendring Heritage Strategy was formally adopted by the Council on 24th April 2020. This Strategy contains a number of actions which are envisaged to be carried out by the Council and its partners throughout the lifetime of the Strategy. Two of these actions are for Officers to update Conservation Area Appraisals and prepare a 'Local List' of non-designated heritage assets within the District.

As the District has twenty Conservation Areas, these were taken to the Planning Policy and Local Plan Committee in groups of up to five at a time. Each group was then the subject of a six week public consultation. During the public consultation the Appraisals were available on the Council's website as well as hard copies at the Council offices. Officers from both TDC and Place Services also hosted in person drop-in events at central locations within or close to each of the Conservation Areas assessed.

Timeline of Consultations

	PPLP Committee	Public Consultation
 Clacton Seafront Lower Dovercourt Thorpe-le-Soken Thorpe-Le-Soken Station and Maltings St Osyth Local List criteria 	October 2021	July to August 2022
 Harwich Manningtree/Mistley Frinton/Walton Brightlingsea Gt Bentley 	May 2022	October to November 2022
Kirby-le-SokenGt Oakley	October 2022	January to February 2024
Brightlingsea Hall and All Saints church	January 2023	January to February 2024
LawfordGt Clacton	April 2023	January to February 2024
Bradfield	April 2023	ТВА

Ramsey		
ArdleighGt HollandTendring Village	July 2023:	ТВА

Out of the above-mentioned Conservation Area Appraisals, Members are being asked to consider and adopt the following seven Conservation Area Appraisals:

- Brightlingsea
- Lower Dovercourt
- Frinton and Walton
- Great Bentley
- Harwich
- Thorpe-Le-Soken
- Thorpe-Le-Soken Station and Maltings

Three Conservation Area Appraisals of the first ten to be consulted on are not ready to be adopted at this stage. Manningtree Conservation Area Appraisal requires further consideration after a very well attended public consultation, Clacton Seafront has seen a planning decision that may necessitate a change to the Conservation Area boundary, and St Osyth Conservation Area Appraisal requires a further focused public consultation to amend a drafting error in the map of the Conservation Area boundary.

RESULTS OF THE PUBLIC CONSULTATION ON THE CONSERVATION AREA APPRAISALS

Each of the Conservation Area Appraisals share a broadly similar structure. Each Appraisal begins with a section detailing the context and general character of the Conservation Area, and then sets out the ways the Area has evolved. They then detail specific subject areas, including: alterations to Conservation Area boundaries, designated and non-designated heritage assets, heritage at risk, assessment of Conservation Area significance, and opportunities and management proposals.

Summary of comments received at the Public Consultation

Due to the number of Conservation Area Appraisals being consulted upon, it would not be practical to set out and comment on every representation as part of this report. Therefore, this section of the report details the most substantive comments and those most likely to impact upon the Conservation Area Appraisal.

Brightlingsea

• Historic England and Natural England had no substantive comments to make.

- A member of the public made some wide-ranging comments on the Appraisal covering the following points:
 - Concerns over financial pressure on homeowners, including the need for installation of non-uPVC windows,
 - Concerns over restrictions to on-street parking,
 - A number of concerns around the proposed modifications to the Conservation Area boundary, and
 - Objections over the need for a parking assessment.
 - Another resident highlighted typing errors in the Appraisal.
- Request for further details of the 'Brightlingsea Type' design form.

A number of comments were received in-person at the drop-in events, including:

- Noted a significant wall that should be mentioned,
- The basemaps require updating, and
- Suggested an addition to the boundary to the east.

A table showing all comments received during the public consultation and what (if any) changes were made to the Conservation Area Appraisal as a result can be found at Appendix I. The amended Conservation Area Appraisal can be found at Appendix A.

Dovercourt

- Historic England and Natural England had no substantive comments to make.
- Concerns about buildings not included within the boundary of the conservation area.
- Concerns around the neglect of properties and the public realm within the Conservation Area.
- Issues around Dovercourt beach were highlighted.
- Amendments requested to the Conservation Area boundary to include parts of Kingsway as well as other reductions.
- Upkeep of properties and inappropriate alterations were both noted as issues within the conservation Area.
- The Local List project was supported and a number of properties in Dovercourt were recommended to be added to the list.
- Specific concerns were also raised over the condition of Orwell Terrace.

A table showing all comments received during the public consultation and what (if any) changes were made to the Conservation Area Appraisal as a result can be found at Appendix J. The amended Conservation Area Appraisal can be found at Appendix B.

Frinton and Walton

- Historic England and Natural England had no substantive comments to make.
- Issues around traffic on Walton High Street.

- Concerns around the upkeep of and access to Walton Pier.
- Access to the seafront was also raised as an issue.
- Concerns around the future of the Walton lifeboat museum.
- More consideration of beach huts was required.
- Caravan parks should be specifically mentioned.
- Broad planning issues raised concerning lack of infrastructure and the delivery of more homes.
- Concerns around unsympathetic alterations to buildings within the Conservation Area.
- Questions around the enforcement of any recommended actions within the Conservation Area Management Plan.
- Concerns surrounding a specific planning application.
- Highlighting of specific heritage assets in Frinton.
- Clarity on boundary changes.
- Comments on quality of road surfacing.

A table showing all comments received during the public consultation and what (if any) changes were made to the Conservation Area Appraisal as a result can be found at Appendix K. The amended Conservation Area Appraisal can be found at Appendix C.

Great Bentley

A limited number of comments were received during this consultation, which reflects the relatively small size of the Conservation Area, compared to others on this list.

- Historic England and Natural England had no substantive comments to make.
- The Plough should be included as a key un-listed building.
- The impact of modern development is an issue.
- Restrictions on cutting trees must be explained.
- Historic photo of pond on green should be included.
- My house is now within the CA, what does this mean?

A table showing all comments received during the public consultation and what (if any) changes were made to the Conservation Area Appraisal as a result can be found at Appendix L. The amended Conservation Area Appraisal can be found at Appendix D.

Harwich Old Town

- Historic England had no substantive comments to make.
- Detailed feedback on the local industry was given.
- The use of the Beacon Hill fort as a tourist attraction was highlighted.
- Comments about the water quality of the river Stour.
- The treadwheel crane and Electric Palace theatre have both been enhanced since the Appraisal was published.
- Concerns over flooding.

- A detailed account of the fire at Church Street is given by one of the residents of that street.
- Concerns around inappropriate screening which has the potential to block access to properties.
- Requirement for better signage especially around the station area.
- References to the Mayflower across Harwich are welcomed.
- Concerns are raised around the scale of the Bathside Bay development.
- Typographic errors raised.
- Concern raised over inappropriate use of uPVC windows and doors as well as modern building techniques.
- Concerns are also raised around inappropriate new development as well as the loss of historic buildings and structures.

A table showing all comments received during the public consultation and what (if any) changes were made to the conservation Area Appraisal as a result can be found at Appendix M. The amended Conservation Area Appraisal can be found at Appendix E.

Thorpe le Soken

- Historic England made some brief comments on the first five Conservation Area Appraisals (Clacton Seafront, Dovercourt, Thorpe Le Soken, Thorpe Station and Maltings and St Osyth). Design briefs and the use of Article 4 Directions are both highlighted as being good practice.
- Natural England had no specific comments to make
- Concerns were raised around the proposed boundary changes.
- Inappropriate new development was also highlighted as an issue.
- Concerns were raised over traffic and car parking.
- The maintenance of public space was also highlighted by members of the public.

A table showing all comments received during the public consultation and what (if any) changes were made to the Conservation Area Appraisal as a result can be found at Appendix N. The amended Conservation Area Appraisal can be found at Appendix F.

Thorpe-le-Soken Station and Maltings

- Historic England made some brief comments on the first five Conservation Area Appraisals (Clacton Seafront, Dovercourt, Thorpe Le Soken, Thorpe Station and Maltings and St Osyth). Design briefs and the use of Article 4 Directions are both highlighted as being good practice. Historic England also welcome the opportunity to work with the Council on the Thorpe Maltings building to identify a way ahead.
- Natural England had no specific comments to make.
- A local landowner made a number of comments around the Maltings site. More should be made of enabling development. It is suggested that the

Council should become a partner on the Maltings site. More input from the Council is required in securing the future of the conservation area as a whole.

• More general concerns were raised by members of the public in regard to the deterioration of the Maltings building.

A table showing all comments received during the public consultation and what (if any) changes were made to the conservation Area Appraisal as a result can be found at Appendix O. The amended Conservation Area Appraisal can be found at Appendix G.

RESULTS OF THE PUBLIC CONSULTATION ON THE LOCAL LIST PROJECT

Another of the recommendations within the Council's Heritage Strategy was for Officers to prepare a list of non-designated heritage assets, often called a 'Local List'. The criteria for assessing submissions to this list was also the subject of a six-week public consultation. The main comments of which can be found below:

- Concerns over the station and its environs at Weeley.
- Similar concerns around the future use of the former Council Offices in Weeley.
- Tendring wildlife should be promoted.
- A number of buildings have been proposed for Local Listing in Dovercourt.
- Historic England support the preparation of a Local List for Tendring.
- Natural England did not wish to comment.
- Wrabness Parish Council supported the Local list project.

A table showing all comments received during the public consultation and what (if any) changes were made to the Local List Criteria as a result can be found at Appendix P. The amended Local List Criteria can be found at Appendix H.

Local List Next Steps

Once the Local list criteria is adopted, this will allow Officers to undertake a long term 'Call for Sites' exercise. This will take the form of a public consultation for a six-month period. This elongated period will allow Parish and Town Councils, along with other interested groups and members of the public to submit buildings, structures and features to the Council for Local Listing.

PREVIOUS RELEVANT DECISIONS

Planning Policy and Local Plan Committee:

- Recommendation to Cabinet to carry out consultation on Conservation Area Character Appraisal and Management Plans:
 - Lower Dovercourt: 19 October 2021
 - Thorpe le Soken: 19 October 2021

- Thorpe le Soken Station and Maltings: 19 October 2021
- Harwich Old Town: 11 May 2022
- Frinton and Walton: 11 May 2022
- o Brightlingsea: 11 May 2022
- o Great Bentley: 11 May 2022
- Recommendation to Cabinet to carry out consultation on Criteria for assessing buildings and structures for inclusion on a Local Heritage List of non-designated heritage assets: 19 October 2021.

Cabinet:

- Agreement to carry out consultation on Conservation Area Character Appraisal and Management Plans:
 - Lower Dovercourt: 12 November 2021
 - Thorpe le Soken: 12 November 2021
 - Thorpe le Soken Station and Maltings: 12 November 2021
 - Harwich Old Town: 17 June 2022
 - Frinton and Walton: 17 June 2022
 - o Brightlingsea: 17 June 2022
 - o Great Bentley: 17 June 2022
- Agreement to carry out consultation on Criteria for assessing buildings and structures for inclusion on a Local Heritage List of non-designated heritage assets: 12 November 2021.

BACKGROUND PAPERS AND PUBLISHED REFERENCE MATERIAL

N/a.

APPENDICES

Appendix A – Brightlingsea Conservation Area Character Appraisal and Management Plan

Appendix B – Lower Dovercourt Conservation Area Character Appraisal and Management Plan

Appendix C – Frinton and Walton Conservation Area Character Appraisal and Management Plan

Appendix D – Great Bentley Conservation Area Character Appraisal and Management Plan

Appendix E – Harwich Conservation Area Character Appraisal and Management Plan

Appendix F – Thorpe-Le-Soken Conservation Area Character Appraisal and Management Plan

Appendix G – Thorpe-le-Soken Station and Maltings Conservation Area Character Appraisal and Management Plan

Appendix H – Local Heritage List Report

Appendix I – Brightlingsea Conservation Area Consultation Comments

Appendix J – Lower Dovercourt Conservation Area Comments

Appendix K – Frinton and Walton Conservation Area Comments

Appendix L – Great Bentley Conservation Area Comments

Appendix M – Harwich Conservation Area Comments

Appendix N – Thorpe le Soken Conservation Area Comments

Appendix O – Thorpe le Soken Station and Maltings Conservation Area Comments

Appendix P – Local List Criteria Consultation Comments

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Brightlingsea Conservation Area Character Appraisal and Management Plan





Client: Tendring District Council

Date: November 2023





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1. Introduction

1.1. Summary

This Conservation Area Appraisal and Management Plan provides an overview of the Brightlingsea Conservation Area, outlining its designation history, alterations to the boundary, and a description of its special interest. The appraisal will also consider buildings, greens, spaces, and features which contribute to the Conservation Area's character and appearance.

Conservation Area designation provides broader protection than the listing of individual buildings as it recognises all features within the area which form part of its character and appearance and ensures that planning decisions take the enhancement and preservation of the area into consideration.

Brightlingsea's significance is predominantly derived from its historic interest most closely associated with its maritime history and continued development resulting from its tidal location. Its special interest also derives from the architectural interest of the medieval and nineteenth and early twentieth century buildings, which are located at the core of the Conservation Area.

1.2. Conserving Brightlingsea's Heritage

Tendring District Council appointed Place Services to prepare a Conservation Area Appraisal for Brightlingsea. This document provides baseline information to support in the conservation of Brightlingsea's heritage. The appraisal will also consider the significance of heritage assets within the area and the contribution that these, along with their setting, make to the character of the area. The understanding of significance will be used to assess the susceptibility of the Conservation Area to new development, highlighting key assets of importance. Please refer to Section 1.3 for the Appraisal's purpose and details on what it will consider.



Figure 1 The Anchor Hotel (Grade II Listed 1245300)



1.3. Purpose of Appraisal

This document is to be used as a baseline to inform future change, development and design with regard to the sensitivities of the historic environment and its unique character and appearance.

The appraisal recognises designated and non-designated heritage assets within the Conservation Area, which contribute to its special interest. It will consider how different Character Areas within Brightlingsea came to be developed, their building styles, forms, materials, scale, density, roads, footpaths, alleys, streetscapes, open spaces, views, landscape, landmarks, and topography. These qualities will be used to assess the key characteristics of each area, highlighting potential impact future developments may have upon the significance of heritage assets and the character of Brightlingsea. This assessment is based on information derived from documentary research and analysis of the individual character areas, as well as a review of the previous Conservation Area Appraisal for the area (2006).

This appraisal will enhance understanding of Brightlingsea and its development, informing future design. Applications that demonstrate an understanding of the character and appearance of a Conservation Area are more likely to produce appropriate and responsive design with positive outcomes for agents and homeowners.

It is expected that Planning applications for planning permission will also consult and follow the best practice guidance, outlined in Section 6.2.



1.4 Frequently Asked Questions

What is a conservation area?

Conservation areas are designated by the Local Planning Authority as areas of special architectural or historic interest. There are many different types of conservation area, which vary in size and character, and range from historic town centres to country houses set in historic parks. Conservation area designation introduces additional planning controls and considerations, which exist to protect an area's special character and appearance and the features that make it unique and distinctive. Although designation introduces controls over the way that owners can develop their properties, it is generally considered that these controls are beneficial as they preserve and/or enhance the value of properties within conservation areas.

The designation process includes detailed analysis of the proposed Conservation Area and adoption by Tendring Council. A review process should be periodically undertaken, and the Conservation Area assessed to safeguard that it retains special architectural or historic interest. Threats can be identified, and the boundary reviewed, to ensure it is still relevant and appropriate. This is in line with Section 69 of the Planning (Listed Buildings and Conservation Areas) Act 1990

The National Planning Policy Framework regards conservation areas as 'designated heritage assets'.

How are conservation areas managed?

Conservation Area can be supported by an appraisal and management plan. This document is the appraisal and management plan for the

Brightlingsea Conservation Area. The appraisal describes the importance of an area in terms of its character, architecture, history, development form and landscaping. The management plan, included within the appraisal, sets out various positive proposals to improve, enhance and protect the character and appearance of the Conservation Area.

The 1990 Planning (Listed Buildings and Conservation Areas) Act specifies the general duty of Local Authorities, in the exercise of planning functions (Sections 71 and 72). The 1990 Act states that special attention shall be paid to the desirability of preserving or enhancing the character or appearance of a conservation area.

How can I find out if I live in a Conservation Area?

Boundary maps of conservation areas can be found on Tendring District Council's <u>website</u>. You can also contact your Tendring Council directly to find out if you reside within a conservation area.

What are the Council's duties regarding development in conservation areas?

The Local Authority must follow the guidance in the National Planning Policy Framework (NPPF) and the National Planning Practice Guidance (NPPG). These set out in clear terms how development proposals within Conservation Areas should be considered on the basis of whether they preserve and enhance the character and appearance of the area. Applications which fail to preserve or enhance the character or appearance of the Conservation Area are likely to be refused as a result. The Local Plan also typically includes a specific policy on Conservation Areas; for more information, please see Section 1.5 which includes an outline of Tendring's local policy.



What is an Article 4 Direction?

Under the provisions of the Town and Country Planning (General Permitted Development) Order 2015, certain minor works, such as domestic alterations, can normally be carried out without planning permission. However, some conservation areas are covered by an Article 4 Direction, which brings certain types of development back under the control of a local planning authority. This allows potentially harmful proposals to be considered on a case by case basis through planning applications. Article 4 Directions are used to control works that could threaten the character or appearance of an area and a planning application may be required for development that would otherwise have been permitted development. Historic England provides information on Article 4 Directions on their website.

There are currently no Article 4 Directions in place within the Brightlingsea Conservation Area.

Do I need permission to alter a property in a conservation area?

Many conservation areas have an Article 4 Direction which relate to alterations such as the painting, rendering or cladding of external walls. Alterations or extensions to buildings in conservation areas will generally need planning permission. Your Local Authority should be consulted for advice as to how to proceed.

Do I need to make an application for routine maintenance work?

If routine maintenance works are to be carried out using authentic materials and traditional craft techniques, on a like-for-like basis, it is unlikely that you will need to apply for permission from the Council. However, it is recommended that you contact Tendring Council for clarification before commencing any works. The use of a contractor with the necessary skills and experience of working on historic buildings is essential. Inappropriate maintenance works and the use of the wrong materials will cause damage to the fabric of a historic building.

Will I need to apply for permission for a new or replacement garage, fence, boundary wall or garden structure?

Any demolition, development or construction in conservation areas will generally need planning permission. A replacement boundary, garage, cartlodge or greenhouse will need to be designed with the special historic and architectural interest of the Conservation Area in mind. Your Local Authority will provide advice as to how to proceed with an application.

Can I demolish a building in a conservation area?

Demolition or substantial removal of part of a building within a conservation area will usually require permission from the Council. It is important to speak to them before beginning any demolition works, to clarify if permission is required.

PLACE SERVICES

Can I remove a tree within a conservation area?

If you are thinking of cutting down a tree or doing any pruning work, the local planning authority must be notified 6 weeks before any work begins. This enables the authority to assess the contribution the tree makes to the character of the conservation area and, if necessary, create a Tree Preservation Order (TPO) to protect it. Consent will be required for any works to trees that are protected. Further information on TPOs can be found on Historic England's <u>website</u>.

How do I find out more about a conservation area?

Historic England's website has information on conservation areas and their designation. Further information on the importance of conservation areas, and what it means to live in one, can also be accessed via their <u>website</u>.

Historic England has also published an <u>advice note</u> called *Conservation Area Designation, Appraisal and Management* which sets out advice on the appraisal of conservation areas and managing change in Conservation Areas.

In addition, Tendring Council has information on the conservation areas within their boundaries available on their <u>website</u>. They have information pertaining to when the Brightlingsea Conservation Area was designated, how far it extends and the reason for its designation.



1.5 Public Consultation

Tendring District Council held a six week public consultation on the draft Brightlingsea Conservation Area Appraisal and Management Plan running to Monday 14th November 2022. An exhibition event was also held in the Parish Hall, Victoria Place, on the 10th October from 3-7pm.

Comments received during this period have been reviewed and encorporated into the final draft of this document, including the easternmost boundary change outlined in Section 1.7 below.

1.6 Planning Policy and Guidance

The legislative framework for conservation and enhancement of Conservation Areas and Listed Buildings is set out in the Planning (Listed Buildings and Conservation Areas) Act 1990 (HMSO 1990). In particular section 69 of this act requires Local Planning Authorities to designate areas which they consider to be of architectural or historic interest as Conservation Areas, and Section 72 requires that special attention should be paid to ensuring that the character and appearance of these areas is preserved or enhanced. Section 71 also requires the Local Planning Authority to formulate and publish proposal for the preservation and enhancement of these areas.

The National Planning Policy Framework 2021 (NPPF) highlights good design as one of twelve core principals of sustainable development. Sustainable development relies on sympathetic design, achieved through an understanding of context, the immediate and larger character of the area in which new development is sited.

National planning policy in relation to the conservation and enhancement of heritage assets is outlined in Chapter 16 of the Government's NPPF. This assessment follows best practice guidance, including Historic England's revised *Historic England Advice Note 1: Conservation Area Appraisal, Designation and Management* (2018) and *Good Practice Advice in Planning 3: The Setting of Heritage Assets (2017).*

The Brightlingsea Conservation Area is located within Tendring District. Local planning policy is set out in the *Tendring District Local Plan 2013-2033 and Beyond Section 2 (2022)*. Policies which are relevant to heritage assets include:

Policy SPL 3 - Sustainable Design Policy PP 8 - Tourism Policy PPL 3 - The Rural Landscape Policy PPL 7 - Archaeology Policy PPL 8 - Conservation Areas Policy PPL 9 - Listed Buildings Policy PPL 10 - Renewable energy generation and energy efficiency

1.7 Designation of the Conservation Area

Brightlingsea Conservation Area was first designated in 1975. At this time, the Conservation Area included the High Street, Hurst Green, Station Road, Queen Street, and the northern sections of New Street and Sydney Street. This was extended in 1985 to include the southern sections of New Street and Sydney Road. It was later extended in 1987 to include the waterfront and marina.

An appraisal was adopted in 2006.

As part of this appraisal, the boundary was reviewed and further extensions were made to take in Colne Road, Silcott Street, Tower Street, John Street and Queen Street. A historic cottage was also added on Mill Street following further information that was shared at the public consultation.



2. Brightlingsea Conservation Area

2.1. Context and General Character

Brightlingsea is located in the south of Tendring District, at the mouth of the River Colne. The historic town is situated on a slight slope along the ridge defined by the river and its tributaries. Formerly an island, the peninsula is still surrounded by marshland, creeks and tidal mudflats.

Brightlingsea was established as a medieval town notable for its maritime heritage. Its history lends a unique character to the medieval core, a High Street flanked by ancient greens, and to the later expansion towards the waterfront during the nineteenth century.

The settlement has a rich heritage stemming from its tidal location, including its economic development and military connections. It also contains a high density of historic buildings from all phases of its development.



Figure 2 Aerial map showing location of Brightlingsea Conservation Area ©Google Earth

2.2. Origin and Evolution

The following section provides an overview of the history of Brightlingsea and its environs.

Prehistory (500000BC – 43AD)

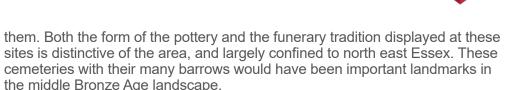
Brightlingsea was settled from an early date, and prehistoric remains are located within the surrounding area which was, until the late sixteenth century, an island.

Brightlingsea's location close to the River Colne on a flat-topped ridge of land overlooking the coast would have provided a place for early settlers with access to various resources and the intertidal zone. Scatters of knapped flints cover the Brightlingsea peninsula, providing evidence of early prehistoric activity. A source of the Palaeolithic flint tools lies in the ancient river gravels which cross the Tendring plaueaux and discoveries of these tools has been recorded in the vicinity of the Conservation Area (EHER 47073, 2233).

In the wider area, there is evidence of Neolithic ritual activity; a cremation burial covered by a highly decorated bowl was found with a surrounding ditch which contained a large quantity of early Neolithic pottery. The pottery from Brightlingsea combined with that from the nearby settlement of St Osyth is one of the largest collections of early Neolithic ceramics found in the East of England.

There is also evidence for woodland clearance in the area and the laying out of an agricultural landscape from the Neolithic period onwards.

Middle Bronze Age cremation cemeteries at Brightlingsea are well known and important features of its past. These cemeteries are made of clusters of ring ditches (the ploughed remains left behind by barrows) with large and highly decorated bucket urns placed between



Several cropmark complexes have been identified through aerial photography to the north, northeast and northwest of Brightlingsea, suggesting extensive settlement of the area (Figure 3). Adjacent to the Conservation Area boundary, there is evidence of cropmark features for a trackway, ditches and pits which are likely to represent a settlement site. Where excavated, the features have been dated to the Bronze Age and Saxon period.¹

1 Land South of Robinson Road Brightlingsea, Essex: an archaeological excavation Preconstruct Archaeology July 2019



Figure 3 Cropmarks suggesting settlement within the area



There is evidence for the continuation of the prehistoric field systems in the surrounding area into the Iron Age period. Early settlement in the vicinity to the Conservation Area may be indicated by the recovery of a triangular loom weight (a tool used in weaving).

Roman (43 – 410)

Evidence of Roman activity has been uncovered within the area and suggests that there was occupation in Brightlingsea at this time. It is thought that the settlement here may also have served as a port on the Colne estuary during the Roman period.

Notable villas have been identified and indicate occupation, with a fairsized house to the north west of Brightlingsea and mosaic pavements located at the high point of the land within Brightlingsea, found in 1884.² The remains of another significant Roman building underlie the medieval All Saints parish church, outside of the Conservation Area.

Roman finds also have included Romano-British pottery from Hurst Green, which are indicative of settlement here, as well as roof and fluetiles, 'Samian' (a decorated, bright red clay) pottery, and other pottery, uncovered on Well Street and Spring Road.

Cremation burials have been recorded close to a Roman trackway which may define the edge of the settlement to the northwest of the Conservation Area. One of the most notable finds from this excavation was a leaded-bronze foot in the shape of a Harpy found in one of the Roman trackway ditches (Figure 4).





Figure 4 Image of the leaded-bronze foot Harpy found in a Roman trackway

² Brightlingsea', in An Inventory of the Historical Monuments in Essex, Volume 3, North East (London, 1922), pp. 14-18. British History Online http://www.british-history.ac.uk/rchme/essex/vol3/pp14-18 [accessed 3 September 2020].

Early Medieval (410 – 1066)

A sizable and significant Anglo-Saxon settlement has been revealed within the environs of the Conservation Area through ongoing excavations at Moverons Pit. This Anglo-Saxon settlement is the largest to be excavated in north-east Essex, and the only one located outside the site of the Roman town.³ A number of sunken feature buildings. known as Grubenhäuser, have been discovered along with evidence for timber buildings, domestic waste pits and industrial activity dating from the sixth century. Further evidence for Saxon activity was also found to the east of the Conservation Area.

The area continued to develop throughout the early medieval period. and was an important Royal vill, or manorial land holding, in the late Saxon period. The parish church dates from the early Norman period, although earlier Roman bricks can be seen within its walls.

The name Brightlingsea is first recorded in the Domesday Survey (1086), when it was held by Harold Godwineson in 1066 and then after by King William I. The settlement developed as a small coastal trading point. The majority of trade for these small ports was likely with London and other smaller ports in Essex and North Kent, although goods would have also arrived from further afield. Ship-building and repair was probably a significant local industry for the area at this time.

Medieval (1066 – 1540)

Medieval Brightlingsea developed as a typical Essex polyfocal settlement, as an area focussed around the church and hall, with another area of settlement at the water's edge, and further areas of settlement at Hearse Green and North End Green. A number of large



In the early twelfth century, the fine house of Jacobes Hall (Figure 5) was first recorded, originally overlooking the sea to the south. A substantial house within the area, it was acquired by the Beriffe family in the fifteenth century, who further extended and made improvements to the hall. The Beriffes were prominent shipping merchants, connected to the weaving industry, whose brasses can be found in the north chapel in All Saints Church.⁴

Documentary evidence highlights the importance of the rich resource of the Colne oyster fishing industry during the medieval period. In 1119, Henry I granted the fisheries and mills in Brightlingsea manor to St. John's abbey; however, the boundaries were ill defined, leading to conflict of ownership.5 Oyster fishing provided a staple and lucrative industry for the area.

The medieval period saw the expansion of the port of Brightlingsea, as after 1353 the historic port was established as a limb of the Cinque Port of Sandwich, Kent. Cinque Ports were an association of ports and their supporting 'limbs' spread across Kent, Sussex and Essex. Their purpose was to provide ships and men to the crown. They were first established by Edward I as a defensive group, but later grew in importance and peaked in their production in the thirteenth and fourteenth centuries.⁶ Already a thriving ship-owning port at this time, Brightlingsea was able to contribute to the ship-service quota of Sandwich, acting as its limb.⁷ Brightlingsea was, and still is, unique in that it is the only element of the Cinque Ports and their associated limbs which lies in Essex.



SERVICE

³ Archaeological monitoring and excavation at Brightlingsea Quarry, Moverons Lane, Brightlingsea, Essex CAT Report 1097. August 2017 and Archaeological monitoring and excavation at Brightlingsea Quarry, Moverons Lane, Brightlingsea, Essex CAT Report 1458 August 2019

https://historicengland.org.uk/services-skills/education/educational-images/jacobes-hall-brightlingsea-10993#:~:text=lt%20originally%20had%20a%20two.then%20was%20of%20considerable%20importance.

A P Baggs, Beryl Board, Philip Crummy, Claude Dove, Shirley Durgan, N R Goose, R B Pugh, 5 Pamela Studd and C C Thornton, 'Fishery', in A History of the County of Essex: Volume 9, the Borough of Colchester, ed. Janet Cooper and C R Elrington (London, 1994), pp. 264-269. British History Online http://www. british-history.ac.uk/vch/essex/vol9/pp264-269 [accessed 8 September 2020].

⁶ https://www.britannica.com/topic/Cinque-Ports

⁷ http://www.open-sandwich.co.uk/town history/cingueports/limbs.htm





Figure 5 Jacobes Hall, 1960 (Copyright of the Francis Frith Collection)



Post Medieval (1540 – 1901)

The settlement continued to expand through the post medieval period with buildings dating from the sixteenth to eighteenth century lining the High Street and medieval historic core of Brightlingsea. The Chapman and Andre Map of 1777 (Figure 6) shows settlement along Queen Street and High Street, Chapel Road and around Hurst Green.

Besides major towns, Brightlingsea was one of the first places to have a chapel for the doctrines of the Swedish religious mystic Emmanuel Swedenborg. Its New Church community dates from 1808, and in 1814 the first chapel was built on the north west side of New Street. Several local oyster merchants and shopkeepers were early members of the New Church, and the community quickly outgrew the church premises. Another was constructed in Queen Street shortly after.

The 1874 Ordnance Survey (Figure 7) provides a snapshot of Brightlingsea at this time. The medieval settlement along the High Street and around the greens was balanced by the laying out of New Street and Sidney [sic] Street, though only the land between them was fully developed down to the Water Side at this date. Queen Street and Spring Road were beginning to be developed, while houses were spreading northwards and eastwards from 'Hearse Green'. The settlement comprises commercial properties along with residential and includes a school, hotel, chapels and Inns. The waterfront itself was marked by ship building yards, smithies, a copperas yard and the Cinque Port Warehouse between oyster beds.

Lanes ran from the High Street down a gentle slope to the water's edge, where trade was carried on in oysters, fish, copperas (green pigment from naturally-occurring bisulphide of iron) salt and bricks from the brickfields between Brightlingsea and St Osyth. Oyster cultivation increased from the mid-seventeenth century and evidence of this industry is present all around Brightlingsea Creek (EHER 16950, 16951). The town was home to some of the highest numbers of oyster merchants across the country.



Figure 6 Chapman and Andre Map (1777)



Figure 7 Ordnance Survey Map of 1874



The coastline of Brightlingsea was also a resource for a product known as copperas. Iron pyrites in the form of 'copperas stones' eroded onto the beach and were, using a complicated process, turned into copperas (Ferrous Sulphate) itself. This was a valuable chemical used in the dyeing and tanning industries and also in the production of ink, sulphuric acid and medicines.

Further industry is evidenced in the post-medieval brickworks which were located to the west of Park Road, north west of the town and north of railway station.⁸ Additional brickworks were located south of Hurst Green and north of Brightlingsea Creek.⁹ A windmill was also located at Hurst Green behind Mill House, close to Mill Farm at the south east corner of the Green. The mill had likely moved to Great Bentley by 1762.¹⁰

The advent of the railways altered the existing trade patterns and introduced tourism to the area. Brightlingsea obtained a branch line from Wivenhoe in 1866, this supplied two daily services from the 1870's. Largely as a result of this the town grew, and its population of 2,585 in 1861 increased to 4,501 by 1901. The branch line enabled greater numbers of tourists and carried day-trippers, as well as supporting the growth of trade in oysters and fish, enabling large numbers of sprats to be exported by train ferry from Harwich to Eastern Europe.



Figure 8 Ordnance Survey Map 1897

During the late nineteenth and early twentieth century, further expansion of the town took place. This expansion is demonstrated on the Ordnance Survey Map of 1897 (Figure 8), with development along Colne Road, Wellington Street, Nelson Street, Silcott Street, to the west side of New Street and along Tower Street. This rapid influx of residential terraced houses demonstrates the population growth of Brightlingsea at this time. Further terraced houses also appear on Station Road and York Road, close to the station.

A gas works was erected along Sydney Street around c.1900.11

11 EHER 40391

⁸ SMR Number 15702

⁹ SMR Number 15703

¹⁰ SMR Number 47482



Modern (1901 – now)

The town and its surrounding landscape underwent many notable changes throughout the modern period, although has retained a lot of its historic layout, buildings and character. Further residential development occurred across Brightlingsea in the early twentieth century, as the population of the town continued to grow. This is evident on the Ordnance Survey Map of 1923, with the western side of Silcott Street, Colne Road and the development of Regent Road occurring by this time. A small cinema is also labelled on the map at this time, at Number 40 Station Road. The cinema was known as the Regal Theatre, which first opened in December of 1912 as the Empire Theatre of Pictures and Variety. It was later taken over by the small independent Bostock Cinemas circuit and renamed the Regal Cinema, and operated until July 1959, after which it became a small factory and office before its demolition in 1992.¹²

The Lido Pool in Brightlingsea was opened in 1932 (Figure 13), at the time when it was becoming increasingly fashionable to pursue healthy outdoor activities, particularly along the coast. The lido was a highly popular attraction within the area for locals and day-trippers. It was fed by tidal salt water until the 1970s when it was turned into a chlorinated freshwater pool.



Figure 9 Brightlingsea High Street 1904 (Source: Brightlingsea History Hub)

12 http://cinematreasures.org/theaters/21668



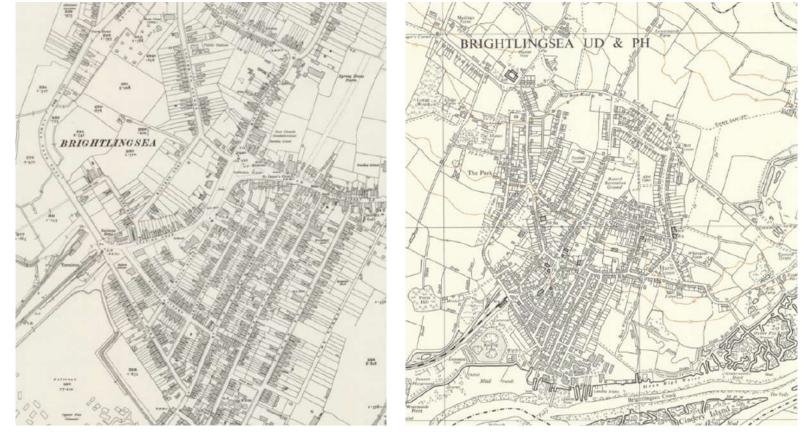


Figure 10 Ordnance Survey Map 1923

Figure 11 Ordnance Survey Map 1966



Alongside its recreational and tourist industry, Brightlingsea played a crucial role during World War Two as a defensive naval base. The landscape around the island and the coast at Brightlingsea was altered during the Second World War. This was largely due to the town itself being used as a small naval base during World War Two known as HMS Nemo. The shipyards supplied the Navy and Royal Air Force and thousands of pontoons for the Army. Structures were introduced to the coastline which were designed to repel invasion. A double row of World War Two anti-tank cubes were situated across the quay and the access to the road, outside the Anchor Hotel. These were removed by 1960.

The town continued to grow in population, with twentieth century expansion mainly occurring to the north of the medieval settlement, around the main access road leading in past the parish church. This is evident on the Ordnance Survey Map of 1966 (Figure 11).

Many of the post medieval industries no longer continued into the modern period. The oyster industry had declined significantly by the 1920s and was further impacted throughout the century. The Great Tide of 1953 smothered the layings with mud while an extremely cold winter in 1963 killed 85 per cent of the prime stock; this effectively ended the oyster industry at Brightlingsea Creek. The railway line, which was always susceptible to flooding, was also affected in mid-twentieth century, and three miles were lost in the storm of January 1953. The branch later closed in 1964.

Increasingly the marina was home to large steam yachts. The vessels would be moored up when not in use and repair works were undertaken in Brightlingsea.

Substantial development has taken place in the late twentieth and early twenty-first century, particularly along the waterfront, with some further infill within the town.





Figure 12 Brightlingsea's Cinema (source: http:// cinematreasures.org/theaters/21668)

Figure 13 Brightlingsea Lido



Figure 14 William Francis of Brightlingsea, foreman of the Colne Fishery Company, at the helm of the company smack NATIVE. 1928. (Source Mersea Museum)



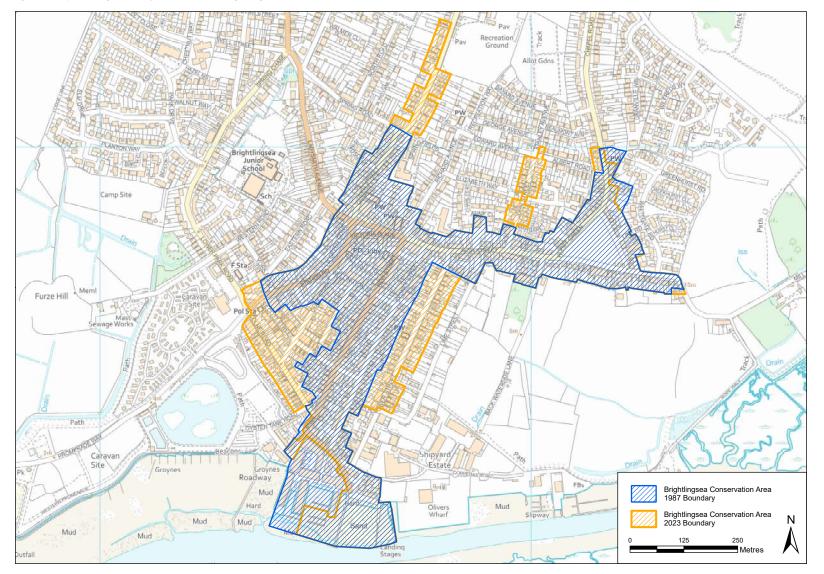
2.3. Revisions to the Boundary

As part of this review, undertaken in 2022, the Conservation Area boundary has been revised to reflect changing methodologies of good practice and provide a clearer strategy which acknowledges the practicalities of Brightlingsea's unique built environment, in line with Section 69 of the Planning (Listed Buildings and Conservation Areas) Act 1990 and the NPPF guidance on Conservation Areas (paragraph 191).

- Addition: there are areas to the north along Regent Road which appear by the Ordnance Survey Map of 1925 and hold buildings of architectural merit. Many of these are large villas with notable architectural detailing. Also, along John Street are buildings which appear on the first edition Ordnance Survey map, along with the Congregational Chapel (now converted to residential use). This street has retained its historic character and appearance and would make a positive contribution to the Conservation Area. The small row of terraced houses opposite the Methodist Chapel also appear on early Ordnance Survey maps and make a positive contribution, so are recommended for inclusion. They have had window and door replacements and porch extensions; however, their inclusion may allow for future enhancement schemes and targeted funding to reinstate features. To the south on Station Road, it is recommended the boundary is extended to include the Railway Tavern, a former Railway Hotel, which is likely a candidate for local listing and a non-designated heritage asset. The small triangle of green opposite is also recommended for inclusion as green space, and functions as a gateway to the Conservation Area.
- Addition: The area along Colne Road and Tower Street comprises terraced residential buildings which are similar to those on New Street and Sidney Street. They were laid out slightly later, as New Street and Sidney Street appear on the first edition Ordnance Survey map of 1881. Tower Street, Colne Road and Silcott Street however were laid out between 1881 1897, appearing on the second edition Ordnance Survey map of 1897. Although many of them have had window and door replacements and unsympathetic extensions, these streets are similar in character and condition to New Street and Sidney Street. Therefore, they may be worthy of inclusion within the Conservation Area. This would mean that the majority of the Victorian residential expansion of Brightlingsea was included within the Conservation Area and allow for greater holistic preservation of character and appearance going forward.
- Addition: Numbers 40 42 on Mill Street were added following public consultation in 2023. These historic cottages appear on the 1898 Ordnance Survey map, marking the historic edge of the settlement.
- Reduction: Some small areas of new development which currently make a neutral or negative contribution due to architectural style, material, mass or orientation are recommended for exclusion. This includes the new development along Chapel Road and Mews, on Brightlingsea Harbour.



Figure 15 Map showing boundary revisions to the Brightlingsea Conservation Area (2023)





2.4. Designated Heritage Assets

There are 32 designated heritage assets within the Brightlingsea Conservation Area boundary, including the Grade I listed Jacobes Hall, the Grade II listed Church of St James and New Church of Jerusalem, the Grade II listed Sailmaking Loft, and the Grade II listed Old Customs House. Other designated assets include domestic and commercial buildings, pubs and inns, a war memorial, former hotels and meeting houses.

These buildings, structures and features have been listed due to their special architectural or historic interest as defined by Section 1 of the Planning (Listed Buildings and Conservation Areas) Act 1990 and *Principles of Selection for Listed Buildings* (The Department for Digital, Culture, Media and Sport, 2018). Further information about the listing process can be found on the Historic England <u>website</u>.

Listed Buildings and features

The rarer and older a building is, the more likely it is to be listed. As a general principle, all buildings that pre-date 1700 and are in a relatively intact condition will be listed, as will all buildings that date between 1750 and 1850. The selectivity is increased for buildings that date 1850 and 1945. There is a strict criterion for buildings built after 1945; buildings less than thirty years old are unlikely to be listed unless they have been deemed as exceptional examples of their type.

Listed buildings are considered under three Grades in England. Grade I listed buildings are of exceptional interest and make up approximately 2.5% of all listings; Grade II* listed buildings are of more than special interest; Grade II listings are of special interest and most common, making up 91.7% of all listings.¹³

Listed buildings are protected by government legislation and there are policies in place to ensure that any alterations to a listed building will not affect its special interest. It is possible to alter, extend or demolish a listed building but this requires listed building consent and sometimes planning permission.

Brightlingsea Conservation Area contains a high number of listed buildings which emphasises its special interest. As outlined above, many building types are designated, including domestic buildings, historic inns, cottages and shops, constitutional clubs, and buildings associated with activity on the waterfront, providing a rich and layered representation of English architectural history. The variety is important, highlighting how the town has developed and altered over time and acknowledging the multiple phases of Brightlingsea's development and the impact of its location.

¹³ Historic England, Listed Buildings https://historicengland.org.uk/listing/what-is-designation/listed-buildings/



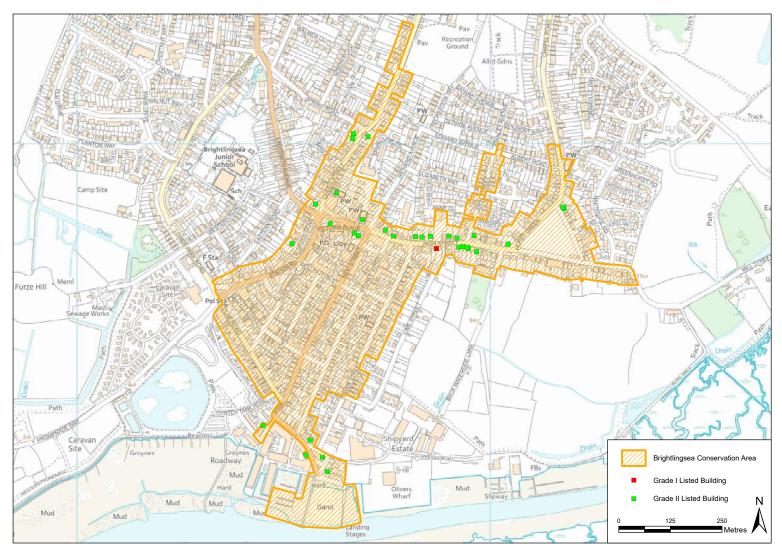


Figure 16 Map showing Designated Heritage Assets within the Conservation Area

2.5. Non-Designated Heritage Assets

Every building, space and feature within a conservation area makes a contribution to its character and special interest, be it positive, neutral or negative.

Heritage assets are defined in Planning Policy as 'A building, monument, site, place, area or landscape identified as having a degree of significance meriting consideration in planning decisions, because of its heritage interest'.¹⁴

Not all heritage assets are listed, and just because a building is not included on the list does not mean it is of no heritage value. Buildings and other structures of the built environment such as fountains, railings, signs and landscaping can make a positive contribution to the appreciation of an area's historic interest and its general appearance.

Local listing is an important tool for local planning authorities to identify non-listed buildings and heritage assets which make a positive contribution to the locality. At present there is no approved local list for Tendring District. This document has identified heritage assets which make a positive contribution to the Conservation Area and could be considered for local listing in the future. This list is not exhaustive, and further buildings may be identified as non-designated heritage assets through the planning application process. Those identified in the descriptions of each character area outlined in Section 3.

- The former Royal Hotel, New Street
- Cockleshell House, Wellington Street
- The Co-op building, Station Road
- The Railway Tavern, Station Road
- The YMCA, High Street
- The United Church, Chapel Road
- Florence Cottages, Black Waterside Lane
- The Royal British Legion Club, Sydney Street
- Ancient Order or Foresters Society, Sydney Street
- The Freemasons Arms, Sydney Street
- Former Chapel of the Church of New Jerusalem, New Street

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Buildings and features within the Conservation Area which are considered to be non-designated heritage assets include:

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2.6. Heritage at Risk

There are no buildings or features which are on Historic England's at-risk register within the Conservation Area.

2.7. Archaeological Potential

Little structured archaeological work has been undertaken within the town, however extensive and ongoing excavations have taken place over a number of years to the north west which has revealed multi-period archaeological remains and recent excavations on the outskirts of the settlement suggest this activity is spread across the Brightlingsea Peninsula.

The potential for the survival of multi-period remains in open areas, such as at Hurst Green as well as gardens and any empty plots along the High Street and northwards, must be considered high. Topographically this area occupies part of the flat-topped gravel ridge upon which the multi-period remains at Moverons Pit have been discovered.

There is potential for the recovery of further Palaeolithic flint tools from the superficial gravel deposits underlying the area around Hurst Green.¹⁵

The recovery of pottery, industrial remains, shell and bone from excavated sites on the periphery of the Conservation Area would suggest good survival of most archaeological remains.

The survival of the medieval and postmedieval street plan of Brightlingsea, and the extensive listed buildings, are an important, well preserved resource.

At the waterside the Conservation Area includes the intertidal area and beach where structural remains relating to the industry and use of the port may survive and be preserved along the coastline. The remains of various World War Two structures may lie within the intertidal zone. Wrecks have been recorded offshore (EHER 16941), many still visible through aerial photography. There is also potential for watercraft from historic periods to be preserved within the intertidal zone.

Waterlogged deposits are significant due to the wider range of archaeological remains that can be preserved including wooden artefacts, textiles and bone, as well as paleoenvironmental evidence which can inform on past environmental conditions.

¹⁵ O'Connor, T. Managing the Essex Pleistocene 2015



3. Assessment of Significance

3.1. Summary

The Brightlingsea Conservation Area is notable for its historic, coastal character and appearance, and its connection with maritime industries, buildings and spaces. The town predominantly derives its character and appearance from the high density of medieval and post-medieval buildings on the historic High Street and roads leading to the quayside. It is also characterised by this coastal location, and its quayside includes a core of listed buildings associated with maritime industry and an active modern industrial complex. The north of the area is characterised by well-preserved historic buildings and green spaces, including the marketplace fossilised in the medieval street pattern at the western end of the High Street and Hurst Green to the east.

This Conservation Area has been subdivided into Character Areas, which largely reflect those identified in the Conservation Area Appraisal of 2006. These areas demonstrate the distinctive development, character and appearance of the settlement. These are:

• Hurst Green

- Station Road
- The High Street and Back Waterside Lane
- The Waterfront
- Residential Roads

- Victoria Place
- Queen Street and Regent
 Road
- John Street



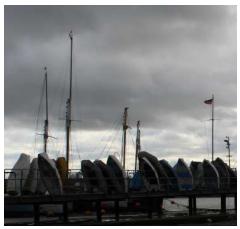


Figure 17 Hurst Green



Figure 19 The High Street

Figure 18 The Waterfront



Figure 20 Victoria Place



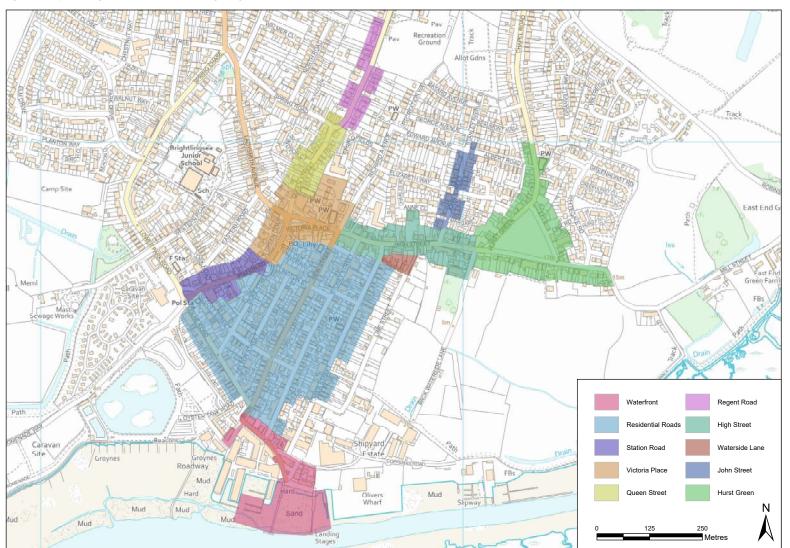


Figure 21 Map showing Character Areas within Brightlingsea Conservation Area

3.2. Character Analysis: Hurst Green

Summary of character area

This area is characterised by the historic Hurst Green and the band of buildings surrounding it, which together contribute to a sense of wide space and openness. There is less vehicular traffic in the area here, which contributes to its quiet, residential character. The land within the area is gently sloping, and falls away to the south of the area, which affords wide reaching views towards the waterfront, and contributes to the sense of openness here.

The Green is located within the centre of this character area and forms a focal point. It is immediately enclosed by Hurst Green road. The buildings along Hurst Green road overlook the green, and are predominantly two-storey dwellings, many of which are detached. The buildings here are typically red brick and cream painted render. There is only one Grade II listed building within the area, the seventeenth century 29 and 30 Hurst Green, which is prominent in views across the Green.

Chapel Road extends to the north of the Green, and is more enclosed in character, with terraced houses lining the west side of the street and a high red brick wall on the east with the Chapel to the north east.

Mill Street extends to the east of the Green, and comprises a row of nineteenth century pairs of houses and terraced cottages, which display a range of façade treatments and small, incremental alterations, although together contribute to the historic character of the street.



Figure 22 Hurst Green Character Area



PLACE SERVICES



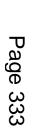






Figure 25 Architectural detailing of houses on Hurst Green



Figure 26 The Chapel on Chapel Road



Figure 27 Grade II Listed 29 and 30 Hurst Green

Figure 24 View north west over the Green



Figure 28 Buildings on Mill Street

Land Usage

The majority of the land within this character area is dominated by the large expanse of the public green, which is laid to lawn with benches along its edge. Surrounding the Green along Hurst Green road, the land use is predominantly residential with some examples of commercial or agricultural use, such as the Rosebud Pub (Figure 23) and a barn complex to the south, and the car dealership to the east.

To the east of the Green, Mill Street comprises a stretch of residential houses (Figure 28). To the north, Chapel Road is predominantly characterised by its residential land use, however the Methodist Chapel is located here and is of ecclesiastical land use.

Local Building Materials and Details

Building materials within this area predominantly comprise red brick and painted render. There are some variations, such as the Grade II listed cottage to the north of the Green with exposed timber. These traditional materials make a positive contribution to the historic character and appearance of the area and introduce a sense of cohesion across the dispersed buildings surrounding the Green. There are some twentieth century buildings to the south of the Green in roughcast render, which introduces a modern appearance to the area.

Boundary treatments are traditionally red brick with some hedgerows, iron railings, and picket fencing, which make a positive contribution to the area. However, there are also examples of closeboard fencing, which makes a neutral to negative contribution to the historic character of the area.



The historic plots, which overlook the Green, predominantly contain red brick two-storey houses of generous proportion, with detailing such as sash windows, large chimneys, hipped or gable tile and slate roofs, and in some cases Georgian detailing such as key stone and cornicing, door surrounds and classical columns (Figure 25).

Landscaping, Open Spaces and Public Realm

The open space of the Green makes a highly significant and positive contribution to the character and appearance of this area, and covers a large portion of the area. The Green is triangular and roughly 2.4 acres in size. It is open in character, as it is laid to lawn with some scattered trees around its edge. The topography is slightly raised to the north, meaning that views across the green include a large expanse of grass, with the surrounding buildings appearing over a 'sea of green' (Figure 24).

The scattered trees are a mixture of species, with a line of trees along the western edge, to the south, and young trees to the east. A line of established trees follows the southern edge, contributing to the historic character of the Green.

Some public benches, waste disposal, streetlighting and a post-box also flank the edge of the Green. Benches are high quality, with cast iron fitting, and the streetlights are a variety of silver and black metal.

The majority of the buildings within this area have small front gardens, many of which contain some greenery in the form of shrubs, hedges and flowers. These make a positive contribution to the character and appearance of the area; the domestic landscaping is reflective of the residential character of the area.

SERVICE



Contribution by Key Un-Listed Buildings

There are numerous buildings that contribute to the character and appearance of the area; however some are considered to make a key contribution and have been identified in Section 2.5 and below.

The Chapel is a prominent building on Chapel Road and makes a positive contribution to the area. It is red brick with arched windows and a pedimented porch and roof. Its corners are curved, adding architectural interest to the building. The size and orientation of the building set it apart from others within the area.



Figure 29 Detail of the United Church (Methodist U.R.C.)



3.3. Character Analysis: The High Street and Back Waterside Lane

Summary of character area

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This area forms the historic core of the Conservation Area, and it is characterised by the high density of historic buildings, many of which are listed. Buildings within the area are predominantly red or gault brick, or render painted in a pastel colour palette. They are largely two storeys high, fronting onto the pavement to create a dense streetscape. The street layout here contributes to the significance of the area as it illustrates its historical development and provides understanding of the area's medieval origins.

To the west, the High Street typically contains terraced commercial buildings which front onto the pavement, with larger buildings, such as the Brewers Arms and The Swan, set back from the road. These buildings range in architectural origin and style, from the sixteenth century Swan pub to twentieth century infill; this creates a varied streetscape and roofline.

To the east of Tower Street, however, the road bends slightly and buildings often sit within more generous plots which either front onto the pavement or are set behind small gardens with grass, shrubs and hedges. The combination of red brick, neutral painted facades, tile roofs, and greenery make a positive contribution to the area.

The nineteenth century Church of Saint James is located to the north east of this character area. The Church is a prominent feature of the area, constructed in white brick, setting it apart from its surroundings. It has a prominent spire, which can be seen in views up and down the High Street, with a town clock attached to the tower by iron brackets; the Church makes a positive contribution to the character and appearance of the area.

To the east, Jacobes Hall makes a notable contribution to the area, as it provides a focal point along the streetscape and is the only Grade I Listed Building within the Conservation Area.



Figure 30 The High Street Character Area







Figure 31 View west along the High Street



Figure 32 The YMCA



Figure 33 Grade I Listed Jacobes Hall



Figure 34 Number 53 High Street



Figure 35 Architectural detailing of Number 82 High Street



Figure 36 Numbers 85 - 89 High Street

Land Usage

The High Street is predominantly commercial, containing shops, businesses and pubs. These historic uses make a positive contribution to our appreciation of the continued historic use of the High Street and enhance the way the Conservation Area is experienced.

To the east of the tower of St James, the buildings are predominantly of residential use. There is a small convenience store to the north of the street and the YMCA building (Figure 32) set back from the road behind a large car park.

Landscaping, Open Spaces and Public Realm

The High Street is characteristically narrow with little open space or room for substantial landscaping or public realm spaces. Streetlights are, in places, attached to buildings, but more often are atop of concrete posts. The main form of landscaping in this character area is derived from the front gardens of the residential buildings to the east of the High Street. These front gardens are typically narrow with grass or shrub planting; however, some do have established tree planting and hedgerows. These residential gardens make a positive contribution to the character and appearance of the area.

There is a small area of open space opposite Jacobes Hall, which has two benches orientated to overlook the hall. These benches are set on a semi-circular area of paving with a tall hedgerow behind.

On the western side of the High Street some buildings are set back from the pavement; for example, the old Swan pub is sat behind a wellmaintained hedgerow, which adds some greenery to the streetscape. Other buildings often front onto the pavement directly however hanging baskets and window boxes containing flowers are not uncommon and enhance the appearance of the area.



Local Building Materials and Details

The High Street has a high density of historic buildings and contains some of the oldest buildings in Brightlingsea. Therefore, the traditional and local building materials are predominantly historic in character.

To the west of the High Street, details are varied due to the diverse range building styles found here. Buildings are predominantly brick, red or gault, or painted render in light pastel colours. The Grade II listed Swan pub is the earliest building in the area; it is a timber framed and rough rendered building, with a red plain tile roof, which sets it apart from its surroundings and enhances the streetscape. Further west, painted render is more common with slate hipped roofs, with more exposed red brick buildings which are interspersed with rendered buildings to the east. There are some exceptions however, such as the Grade II Listed Numbers 41 - 45 which are timber framed and weatherboarded and add interest to the streetscape, as well as the timber framed Grade I Listed Jacobes Hall, which has a red brick stair turret. The architectural detailing on Jacobes Hall is unique to the area and of significance, making a positive contribution to the Conservation Area (Figure 33).

Typically, windows are sash and classic in their proportions. Ornate door surrounds and historic shop front detail can also be found on many of the commercial buildings.

Many of the details in this area are derived from the historic shop fronts particularly to the west of the area. These features include wooden pilasters, door surrounds, columns, iron signage and tiling. Many of these fronts have been replaced, although some historic detailing has survived.



Contribution by Key Un-Listed Buildings

The YMCA is a key, non-designated building within the area. It is set back from the High Street within a substantial plot, which also comprises an area of grass, surrounding the building and a large car park to its south. The building, a Victorian Hall, was formerly a chapel until 1948 when it was transferred to the YMCA. The building is red brick, of one-and-a-half storeys, brick arched doorway with decorative key stone and decorative cresting to the ridge of the slate roof. There is an unsympathetic extension to the south west corner of the building, which detracts from its symmetry.

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Florence Cottages are set back from the High Street to the south, accessed by Back Waterside Lane. The nine cottages were originally accommodation for coastguards and are now occupied by retired officers of the Salvation Army. They are attractive in yellow brick and are well-maintained with consistent roofing and dormer details (though using modern materials) and a communal garden. They overlook wide reaching views to the south, stretching to the river.



Figure 37 Florence Cottages, Back Waterside Lane

3.4 Character Analysis: The Waterfront

Summary of character area

This area derives its character from its waterfront location. The northern area including Fieldgate Dock, Waterside and Copperas Road, contain many buildings associated with the dock. These buildings are of a mixed use, including the nineteenth century Grade II listed Sailmaking Loft and workshop (List Entry No: 1169170), the Yachtsmans Arms pub, the Grade II listed Sailing Club (List Entry No: 1337209), the Grade II listed Cinque Port Wreck House James And Stone Shipyard (List Entry No: 1235278), the Grade II listed Old Custom House (List Entry No: 1306676), the Grade II listed Anchor Hotel (List Entry No: 1245300). There are some other commercial and residential buildings within the area as well. These streets are enclosed in character, with a variety of building types situated closely together, which creates a densely built environment with a legible historic grain to development.

The land opens to the south with a notable Tourist Information seaside shelter and area of public realm facing onto the water and a short landing dock, overlooking the mouth of the River Colne. The overriding character and appearance of this area is derived from its location on the waterfront; this contributes to the local characteristics of the area. For example, the sensory experiences of the area make a large contribution to its character. From the pavement and landing stage the clanking sound of boats, bird calls, and tidal movement of the water all make a positive contribution to the way in which the Conservation Area is experienced and understood. The sight of the boats and harbour and the smells of the waterfront also work together to contribute to the experience.



Figure 38 The Waterfront Character Area (Oar Store and former Anchor Hotel)







Figure 39 Tourist Information shelter



Figure 40 Town Hard



Figure 41 The Colne Yacht Club



Figure 42 Grade II listed Cinque Port Wreck House





Figure 43 Grade II Listed Sailing Club

Figure 44 Yachtsmans Arms

Land Usage

The land use is characteristically varied within this character area, particularly to the north. Residential buildings are nestled between commercial premises, with a pub, takeaways and restaurants, a workshop and club houses scattered throughout.

To the south, the waterfront is still active, which makes a positive contribution to its character and understanding of the historic and continued use of the area. There is a landing stage and marina within the south west of the character area.

Landscaping, Open Spaces and Public Realm

The public realm in this area is predominantly paved. The largest area of open space is along the waterfront itself. A wide paved walkway lines the waterfront, which includes some elements of public realm occupied by benches, planters, and an anchor. This area is open in character, due to the minimal street furniture and the views towards the wide mouth of the river, which makes a positive contribution to the sense of place here.

Along the waterfront the pavement is wide. Street furniture such as streetlights, waste bins, benches and bollards are all historic in character, in black metal, and line the waterfront (Figure 41). The benches afford views to the south across the mouth of the river and over the boats moored here. A decorative anchor sits at the midpoint of the walkway, and the western edge of the area is marked by the large Bench Head Buoy.

The area includes a triangular area of paving on Copperas Road which contains the Tourist Information seaside shelter and continues south and south east to follow the bank of the water. The tourist seaside shelter (Figure 39) is a notable feature within the area. Surrounding the



shelter are street furniture such as cast-iron bollards, waste bins, a town sign and public phone box.

Opposite the shelter, on the corner of the Grade II listed Anchor Hotel, is a castiron signpost, a rare survival of historic wayfinding signage.

Areas of green space are small and located in private gardens. The most substantial of these is the Grade II listed Anchor Hotel (List Entry No: 1245300), which dominates the corner plot overlooking the waterfront, this is set within a small garden which surrounds the building to its south and west. The garden is largely paved; however, its edge comprises shrubs and a mixture of established evergreen and deciduous trees. These trees make a positive contribution to the area and are visible along the waterfront, demarking the former hotel as a significant building within the area. The Yachtsmans Arms has a rear garden lined by a dense hedgerow, which can be seen from the street and therefore, makes a positive green contribution to the streetscape.

Local Building Materials and Details

The building materials used throughout this area are varied. The variation a provides a positive contribution to the character and appearance of the area as it is illustrative of the phases of development and uses of buildings and spaces.

Close to the waterfront, the former Grade II listed Anchor Hotel (Figure 38) is a decorative building dating from 1901 with ornate half-timbering above a stone base. The surrounding buildings are predominantly timber and render under tile roofs. The Grade II listed Old Customs House is timber framed with brightly painted weatherboarding.

Further north along Copperas Road and Waterside road, buildings are a variety of weatherboarding, red brick and brightly painted render. This reflects the range in use of buildings, from weatherboarded workshops to red brick dwellings and the rendered public house.

PLACE SERVICES

Building details are fairly divided, between functional architecture which relates to the workings of the waterfront and the more ornate and decorative buildings, which are positioned such that they are commanding in views. For example, the former listed Anchor Hotel and seaside shelter are decorated with finials and pilasters, while the domestic buildings and working buildings, such as the workshop, Wreck House, and petrol pump are utilitarian in style and detail.

Contribution by Key Un-Listed Buildings

There are a number of buildings within the area which make a positive contribution to its character and appearance.

The Tourist Information seaside shelter in the centre of the triangle formed by Copperas Road is a notable feature. It is a timber building constructed in 1898, which provides seating with views to the south and heritage interpretation panels and makes a positive contribution to the area. It is open to the south with benches and decorative tiled flooring. The roof is tiled, and half hipped to the east and west with decorative finials on the roofline. The south elevation which overlooks the waterfront also has a town clock.

On the waterfront is a harbour office and look-out. This was constructed in 1898, with a plaque naming it as the 'Town Hard' (Figure 40), and is a small weatherboarded octagonal building with slate roof. This makes a positive contribution to the character and appearance of the area as a historic, harbour building.

The Oar Store is located on the waterfront. It is a narrow, two storey building with a slate roof. Its main gable end fronts onto the street to the south with a garage door at ground level. The garage door and windows have flat headed arches. The south and west elevations of the store are red brick, and its east elevation is painted render. This makes a positive contribution to the character and appearance of the area as a historic harbour building.

The Colne Yacht Club (Figure 41) is a prominent building along the waterfront; it is a two storey twentieth century building, the first floor partly overhanging an area of car parking and supported by columns. There is a small balcony to the west of the frontage at first floor level. It makes a prominent contribution to the streetscape here and is of communal value.

The Coach House is located to the north of the former Anchor Hotel and is of interest as an ancillary building which has retained much of its historic character. The original use of the coach house, now a coffee shop, is still legible, with a large gable with windows at the former entrance, and an attractive tile roof.

To the north of the area along Waterside road is the Yachtsmans Arms (Figure 44). This is a nineteenth century building, two storeys with a hipped roof. The building has retained some historic character, with timber sash windows on the front elevation and a cast iron hanging sign and is of communal value as a historic public house.

3.5. **Character Analysis: Residential Roads**

Summary of character area

This area is defined by the nineteenth century expansion which took place between the High Street and the waterfront. The overriding character and appearance of the area is derived from its domestic Victorian terracing, in red brick and painted render, which creates a consistent streetscape. The layout of the area is distinctive and illustrative of the Victorian origins, with its grid of streets, affording long views along the roads. The oldest development took place to the north of the area, progressing to the south, where some modern infill has also occurred. Although there are no listed buildings within the area, most are historic, comprising of simple two-storey dwellings. There are also examples of a particular distinctive pattern of detached villas with pilasters. Properties on corner plots have often retained former shop fronts, however many have altered details.

The architectural variations between the residential roads contributes to the character and appearance of the area; therefore, the following provides a summary of each street within this character area to identify these variations.

New Street

New Street is one of the earliest roads to be developed in the area. running from the High Street down to the guayside. Its northern end is marked by the rear space behind the Brewers Arms, a large open tarmac forecourt and car parking, which makes a neutral contribution. To the south is Brightlingsea Library, a single storey building with a prominent projecting cantilevered roof painted in red. It is set back from the pavement behind parking bays and the entrance path, which are laid out with different paving materials. Further south is the BT premises; this is a utilitarian building with a plain tarmac frontage, which is out of character with the area.









South of the BT building is the former New Church (Swedenborgian), built in 1814. It is a prominent building in the streetscape, with a large front gable facing onto the street. It has since been converted to residential use. Midway along the road, on the western side, is the notable former Royal Hotel; this is a prominent three-storey building with classical detailing and an octagonal roof turret which is visible in wider views.

Predominantly New Street consists of singles and pairs of houses and terraced rows; the buildings comprise of two storey groups, with slightly varying roof profiles and elevations faced in red or yellow brick or in render. Yellow brick is more common towards the Silcott Street junction on the west side. These properties are set back from the pavement edge with small front gardens with brick walls and various types of bay windows. Few original windows remain.

Sydney Street

Sydney Street follows a more varied building line than the adjacent New Street. There is a slight curve halfway down the street which means that views are terminated in a dense built character.

To the north of the street are a series of large villas which contribute to the varied character and appearance. For example, to the north east is the modern residential Dove's Court, an incongruous two-storey block in white brick with a rendered porch, which makes a negative contribution. Opposite this is the large, red brick, Royal British Legion Club building. This building fronts onto the pavement and makes a positive contribution to the area. Further south are the Freemasons Arms and the Ancient Order of Foresters Society.

Continuing south along the street, buildings are predominantly twostorey residential dwellings in red brick or painted render. Many have retained original architectural detailing, which add to their interest and contribute positively to the area, and there are examples of historic shopfronts on the corner with Francis Street (Figure 46). There are also



Figure 46 Historic shopfront on Sydney Street



Figure 47 Wreck Warehouse Sydney Street



a number which are demonstrative of a planform which is notable within Brightlingsea and referred to as the "Brightlingsea type" within the Conservation Area Appraisal of 2006, further discussed below, such as Numbers 59, 65, 79, 81 (Figure 48) and 95.

The pavement kerbs are blue brick (or scoria brick), which is a detail found across Tendring's towns, and makes a positive contribution to the area, adding interest to the street.

Tower Street

Tower Street is comparable in character and appearance to the parallel Sydney and New Streets to its west. To its north are detached pairs of houses, in red brick often painted in white or cream. Many have undergone modern alterations, however many architectural features have been retained, such as keystone detailing, window and door surrounds, and bay windows, which make a positive contribution. Number 17 makes a notable positive contribution; it is a double fronted, two storev villa, in red brick with a bay window with plaster surrounds painted white with decorated panelled infill, and a panelled door with a painted doorcase and flat canopy. Its architectural details, including tiled entrance, decorated eaves, and the boundary treatment, make a positive contribution to the building and streetscape. Although opposite is the rear access for the Sailmakers' Warehouse and some modern development, which makes a neutral contribution due to its massing. scale and roofline. Further south, pairs of buildings and detached villas line the street, predominantly in red brick and painted render, apart from Number 29, which is in gault brick.

The Masonic Hall, a modern building in red brick with a Dutch style gable and stone detailing (Figure 49), is located on the east side of the street, providing the terminating view of George Cut, and makes a positive contribution.

Further south is a stretch of well-preserved villas in red brick, some rendered and painted in white, with simple architectural detailing.



Figure 48 Number 81 Sydney Street



Figure 49 Masonic Hall

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Gault brick detailing, keystones, stone plaques, tiled porches and low boundary walls with planted front gardens all make a positive contribution to the streetscape. To the west side of the street is the Salvation Army building, a two-storey red brick building with stained glass windows above a panelled door and a prominent gable front with three column finials. This building makes a positive contribution to the character area, as a building of communal and architectural interest. South of the building is a modern bungalow, with a paved frontage, which makes a neutral contribution due to its massing and paved front. Further south, on the east of the street, is a large villa which makes a positive contribution; it is two and a half storeys in height, in red brick with gault brick detailing and banding at each level. It has arched window head on the first floor, and bay windows to the ground floor. The front door is recessed behind an arched entranceway, tiled, with a narrow-arched window beside.

Continuing south, buildings typically continue as detached villas and pairs, in red brick, with domestic architectural detail found throughout the area. This consistency in building materials, building lines, apertures and front boundary treatments makes a positive contribution to the area, contributing to its residential historic character and appearance.

Nelson Street

Nelson Street comprises a mixture of two-storey red brick and painted render residential dwellings. The streetscape character is more varied than the parallel roads of New Street and Sydney Street, with some buildings set further back from the pavement behind hedges, or with a gable end facing the street. These are usually in pairs or terraced rows, set behind small front gardens in the centre of the road and fronting onto the pavement in the north and south.

There are also more open plots along the street, comprising gardens or paving and garages.

Duke Street

The north west side of Duke Street contains a pleasant row of terraced cottages, in red brick and painted white, with gault brick detailing. Opposite is St James Court, a large residential development which makes a negative contribution to the area, due to its inappropriate scale and massing. Numbers 2 - 18, 23 and 25 are also of modern construction.

Further south, the street opens out, affording views across the rear gardens of buildings along adjacent streets, many of which contain planting. This stretch of the street is dominated by these unintentional views and by modern development and garages, which together make a neutral contribution to the area.

Silcott Street

Silcott Street is a shorter street which runs east to west and comprises a mixture of detached villas and cottages and rows of terraced cottages. These are predominantly red brick, with some yellow brick exceptions on the north side of the street and gault brick detailing. Boundary treatments have been altered, and front gardens are small and have often been paved over, which detracts from the appearance of the street.

Colne Road

Colne Road shares similar qualities to New Street, comprising of domestic buildings in red brick and white painted render, often formed in pairs or in rows. The road is wider, which creates a more open character, and experiences more vehicular traffic as a link to the waterfront. There are some examples of the detached villa style found across the area, for example at Numbers 3, 5 and 71.

The west of the road is open in character, due to the rear garden plots of Silcott Street along the northern edge, which are bounded by a red brick wall and closeboard fencing. The red brick boundary treatment and the views into gardens which are planted with trees makes a positive contribution to the appearance of the street, although the closeboard fencing is out of character, and detracts from the appearance and uniformity of the street. Further east, the building line is consistent, and a row of terraced cottages make a positive contribution, with detailing such as plastered arched headers, gault brick quoining, and bay windows. Opposite, Numbers 46 - 40 are late twentieth century modern buildings which make a neutral contribution to the area. Continuing west, the south side of the street remains consistent in its historic domestic character, with pairs of villas making a positive contribution to the streetscape. These can also be found on the north side of the street, with some neutral elements throughout, for example at Numbers 4, 8, 12 and 20.

Wellington Street

Wellington Street is a short but pleasant street with a consistent frontage of nineteenth century development; buildings are of two storeys, either individual or groups of houses, mostly in red brick with one or two rendered with some bright paintwork. Some original windows and doors remain. The most significant building on the north side of the road is Number 10 Cockleshell House, which is prominent in the streetscene, also forming the terminating view north along Nelson Street.

These buildings have also retained their strong boundary treatment, many of which with some planting or potted shrubs, which contribute some greenery to the streetscene.

Francis Street

Francis Street runs east to west between Sydney Street and Nelson Street. It includes rows of red terraced and painted render properties, which mostly front directly onto the street. The north east side of the street includes a notable row, labelled as the 'Boarded Row 1882', which consists of groups properties giving the effect of a continuous terrace. All were originally weatherboarded; some side elevations survive but all the frontages are now rendered and painted in light pastel colours. One of the properties has retained its small-pane sash, however the others have undergone replacement.



On the south side is a small terrace of three red brick houses set between rear garden gates and some parking associated with the former pub on south-west corner of Francis Street and Sidney Street.

James Street

James Street is characterised by its openness, due to the views into the rear gardens of properties on New Street and Sydney Street and the rear elevations of the buildings. Boundary treatments and materials are varied, but predominantly red brick, and interspersed with access to garages and shed buildings. A modern single storey brick building with plastic fascia is on the south side of the road, behind a small area of paving; this makes a neutral contribution to the area.

Thomas Street

This is a short street connecting Sydney Street and New Street, with views over the backs of the High Street frontages. The street is now a series of access ways to rear of properties, comprising of some brick walls and fencing with a variety of paving materials.



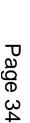




Figure 50 View along Sydney Street



Figure 51 Example of Villas



Figure 54 Ornate historic detailing





Figure 52 The Freemasons Arms

Figure 53 View of terraced housing

Land Usage

The overriding land use within this character area is residential. To the north there are some buildings which are commercial or community buildings, particularly close to the High Street on New Street and Sydney Street. Community buildings include the Brightlingsea Library on New Street, and the Freemasons Arms on Sydney Street which is also located opposite the Royal British Legion Club and the Ancient Order of Foresters Society. There is a stretch of commercial buildings at the north east side of New Street, and to the north on Sydney Street is a hairdresser.

Local Building Materials and Details

This area consists mostly of pairs or rows of houses faced in red brick or render. Yellow brick is more common towards the Silcott Street junction on the west side. Properties are set back from the pavement edge with small front gardens with brick walls and various kinds of bay windows.

In some areas, the pavement is lined with blue bricks, or scoria bricks, a material which is found across Tendring District and makes a positive contribution to the streetscape.

The local details within this area are often simple in their architectural style and material. Minor detailing such as brick banding, stone windowsills and keystones are common. There are also some classical doorframes, and in some larger buildings typically Georgian details such as columns can also be found.

Larger detached houses, recorded as the "Brightlingsea Type" within the Conservation Area Appraisal of 2006, can be found through the area and predominantly on Sydney Street. These detached houses



sit within larger plots, with side gardens or yards which probably represent undeveloped plots. The side elevations to the frontage treatment to the street make a unique and important contribution to the area.

The area also includes enamelled street signs which are fixed to the sides of buildings. These make a positive contribution to the historic character and appearance of the area.

Landscaping, Open Spaces and Public Realm

Areas of formal landscaping are predominantly contained within private gardens, as the narrow grid street layout affords very little public open space. Buildings often front directly onto the street, which also leaves little room for considered public realm space. Front gardens, where they do occur, are typically small and set behind low boundary treatment; they sometimes contain potted shrub planting, which make a positive contribution to the streetscape.

More often, landscape detail comes from the more substantial rear gardens which are, in places, visible from the street. This is particularly the case on corner plots, where more established trees and shrubs are visible over fences. The area also includes notable side gardens, which are often associated with larger villas. These gardens wrap around the building to provide side gardens, many of which contain greenery, which make an unusual and positive contribution to the area.

There is little street furniture, although streetlights are predominantly concrete posts with some metal posts; these make a neutral contribution to the area.

Contribution by Key Un-Listed Buildings

On the corner of Silcott Street and New Street is perhaps the most prominent building in this part of the area, the former Royal Hotel. It is of three storeys, with classical detailing and inventive window tracery to the ground floor elevations. Facades of cream painted render are topped by a prominent octagonal roof turret with a lead cupola. This building forms the most significant town landmark from the water and is a major feature of the town's skyline.

The Ancient Order of Foresters Society, with a big gabled frontage, is set back from the street behind modern brick wall. It is a red brick one and a half storey building, with decorative stone eave detailing, stone flat arched timber sashed windows, and an arched inscribed entrance with glass surrounds around the panelled door. The building makes a positive contribution to the area, and is of historic, communal and architectural interest.



Figure 55 The Royal British Legion Club

The Freemasons Arms (Figure 52) is of two storeys with rendered brick and half timbering above a traditional pub frontage with pilasters and painted faience tiles. It is architecturally unique within the character area, and therefore notable as making a positive contribution to the streetscape.

The Royal British Legion Club (Figure 55) is a dominant, two-storey building, built in red brick with a substantial historic fascia. It is very simple in its architectural detailing and makes a positive contribution for its architectural and historic interest.

A significant domestic building within the area is located on the north side of Nelson Street. Number 10 Cockleshell House is notable for its architectural style and the contribution it makes to the area. It is a two-storey red brick building with has arabesque ironwork sporting cockleshells on the first-floor window balconies, reflective of the coastal character and appearance of the Conservation Area. This is also a good example of one of the 'Brightlingsea type' houses. It is a substantial detached dwelling and is prominent in the streetscene, also forming the terminating view north along Nelson Street.

The Brightlingsea community of the Church of New Jerusalem (further details for which can be found in Section 2.2) dates from 1808. In 1814 the first chapel was built on the north west side of New Street; however, another was constructed in Queen Street after the congregation outgrew the building on New Street. It has since been converted into a pair of private dwellings. The building is still recognisable for its original use and is therefore of architectural and historic interest.



3.6. Character Analysis: Station Road

Summary of character area

This character area stretches between the end of the Lower Green and the end of Station Road, providing a historic route from the core of the town to the former railway station. Its character is derived predominantly from its function as an arterial route to the town centre, and it forms the gateway into the Conservation Area. It also includes a variety of historic buildings, although none of these are listed, particularly to the south and west side of the road, which enhance its character and appearance.

To the north, the road opens with a small triangular area of public realm within which is a modern public toilet block. Behind this block is St James' Court, a modern housing development which sits to the east side of the road on the site of the town's National School. It is set back behind modern railings, grassed lawn, some trees, and red brick walls, and makes a neutral contribution to the area. To the west a series of two-storey Victorian and earlier cottages line the road, the majority of which front directly onto the pavement or are set behind small front gardens and contribute to the historic character of the street. Most of these buildings have had unsympathetic alterations including façade treatments and replacement windows made over the years, and therefore the streetscape comprises buildings with varied surviving details and alterations.



Figure 56 Station Road Character Area



PLACE





Figure 58 Example of terracing on Station Road





Figure 59 The Co-op Food



Figure 60 The Railway Tavern



Figure 61 Example of refacing

Land Usage

Buildings along Station Road are characteristically varied in their use. To the north, buildings are predominantly residential, and largely terraced cottages, which creates a denser streetscape. One building has been converted into a takeaway. To the south, the road widens, and buildings become more varied in their usage. To the east is the commercial building of the Co-op Food, which is a dominant building in terms of scale and plot size. It is opposite a doctor's surgery, with a public house further south, marking the edge of the Conservation Area boundary.

Local Building Materials and Details

The majority of buildings within this area have experienced some loss of their traditional windows, doors, roof tiles and boundary treatments. The overriding material of the buildings are brick and painted render.

At the midpoint of the character area along Station Road, Numbers 24 - 30 have been refaced in roughcast stucco, which makes a neutral contribution to the area. Boundary treatments vary and traditionally comprise of red brick. Many buildings have retained painted doorframes.

Local details within this area pertain to its largely residential use, and include detailing such as front bay windows, door casing, and simple domestic architecture such as windowsills and keystones.



Landscaping, Open Spaces and Public Realm

The predominant areas of landscaping can be found in the public realm to the north and south of the area. These are the spaces at the junction of Station Road, Duke Street and Wellington Street, and south the junction of Lower Park Road and Station Road. They include well maintained raised flower beds, which make a positive contribution to the area.

There are small areas of public realm to the north and south of the area, which mark the boundary of the Conservation Area, acting as a gateway. This space includes a triangular area between the intersection of Lower Park Road and Station Road. The area is enclosed by a low brick wall, which contains raised beds for grass, shrubs, flowers, herbs and two cherry trees. There is a circular raised bed in the centre of the area, with flowers and an urn to decorate it. Three benches surround the area, as well as a waste bin. These elements of street furniture are high quality, in cast iron and black metal.

To the north a small area of public realm is formed at the confluence of Duke Street, Station Road and Wellington Street. It comprises an area of paving surrounding the public restrooms, a brick semi-circular raised flower bed and a brick raised bed to the west elevation of the restroom building. Although small, this area makes a positive contribution to the area. The beds are well maintained, and the open space marks the boundary of the character area.

Some private gardens are visible from the road, and therefore make some contribution to the streetscene. The most notable are the grounds of St James' Place. These comprise lawns, shrubs, cherry and evergreen trees. They are set behind a metal railing, which is sympathetic to the historic character and appearance of the area. Other private houses do offer some contribution, particularly to the north of the area and on the dogleg of Station Road to the east, where front gardens are longer and have retained stronger boundary treatment. They often also include established shrubs and small trees, which make a positive contribution.



Midway along the road to the east side, is a large undeveloped plot, which is currently grassed over with two separate shed buildings and a mature tree. This area is partly bounded by a close board fence with concrete pillars. This area of open space currently makes a negative contribution to the area, due to the unsympathetic material of the boundary and unkempt nature of the plot, however the tree provides some welcome greenery to the streetscape.

Streetlights throughout the area are in black metal, which make a positive contribution to the appearance of the character area.

Contribution by Key Un-Listed Buildings

There are some notable buildings within the area. Midway along the road is Number 12 (Figure 62), a double fronted, two storey villa in red brick with two bay windows with plaster surrounds painted white, and door with a painted doorcase and flat canopy. Its architectural details, including sash windows, and the red brick boundary treatment, make a positive contribution to the building and streetscape.

Further south is the Railway Tavern, a historic public house which has retained much of its original character and appearance. The pub is red brick, with a hipped slate roof and attractive red brick chimneys. It has painted quoin detailing, and painted curved arches to the ground floor windows, and white brick arches to first floor windows. A brick band adds architectural interest to the front elevation of the extended ground floor. The side of the building has an iron signpost with a station sign, which also makes a positive contribution to the building, enhancing its status as the former Station hotel and public house.

To the south east of the area, the Co-op Food building is located on the corner of Silcott Street. It is of architectural interest, with detailing such as the circular window to the gable end, the sash windows, brick window headers, brick banding and historic sign on the southern elevation. A street sign for Silcott Street and a flood line marker also adorn the southern side. The building has a historic continuous shopfront to its west elevation. It makes a positive contribution to the area, as a well-preserved commercial building.



Figure 62 Number 12 Station Road

3.7. Character Analysis: Victoria Place

Summary of character area

The character of this area is derived from its combination of green spaces, high-quality historic buildings, and its function as a busy through road through the Conservation Area, all of which creates a bustling character and strong sense of place.

This triangular area was originally known as Street Green, and complemented Hurst Green to the east of the settlement. The northern green within the area is surrounded by commercial properties, organised parking, a small gyratory system and the central triangle which includes the Grade II listed War Memorial (List Entry No. 1426590). The long band of green which runs to the south of the area flanks the Lower Green Gardens, and contains walkways, planting and a central fountain. These green spaces are the town's principal formal spaces.¹⁶

The north east boundary of the area is formed by the Grade II Listed St James Church (List Entry No. 1111402). The church is plain in its architectural design but dominant on the streetscape. The tower is an important vertical accent within the area, contrasting with the otherwise consistent rooflines in its surroundings and forms a significant landmark from the estuary. The tower has attached the clock commemorating Queen Victoria's Golden Jubilee in 1887.

Opposite the church is the Grade II listed Brewers Arms (List Entry No. 1111403), an attractive vernacular three bay building of two and a half storeys, with rendered walls and old clay tiled roof. The main frontage has small grassed pub garden with a low rendered wall. Part of the former Seabrook's brewery, which once formed part of the Brewers Arms public house, is located adjacent at Number 2 and is a gault brick Grade II listed building (List Entry No. 1169150) which makes a positive contribution to the street and is of group value with the pub.

To the west, the street is lined by commercial buildings which are architecturally varied. The road opens out to surround the central green space and war memorial. Distinctive buildings surround the Green and road, including the Grade II listed, sixteenth-century Kings Head public house on the west side (List Entry No. 1169145).

To the south, the road continues along Victoria Place, with commercial buildings lining the east side of the road. To the west of the road is the stretch of Lower Green, with narrow lawns, trees, a sinuous walkway, and areas of planting. To the west of the Green is Lower Green Gardens road, a verdant residential street.



Figure 63 Victoria Place Character Area











Figure 64 View west on Victoria Place



Figure 65 Grade II Listed Lower Green Cottage







Figure 67 Lower Green Gardens



Figure 68 Grade II Listed Church of St Jame

Land Usage

The land use in this area is varied, however is quite clearly defined and separated by roads which traverse the area. Commercial buildings are located to the north of the area, including two public houses and St James' Church. To the south east, commercial properties continue to flank Victoria Place road to the west, and residential buildings line the Lower Green Gardens road to the west. Areas of public green space sit between the roads centrally within the character area.

Local Building Materials and Details

There is a great deal of variety in built forms and materials used throughout this character area, due to the varied uses and phasing of buildings located within it. Predominantly, buildings are constructed in brick, the historic facades in red brick or painted render. Key historic buildings do differ, for example the church is in yellow brick and the earlier pub buildings are timber framed and rendered. A property on Lower Green Gardens road is unique in that it is faced in stone with red brick detailing.

Roofs are typically hipped or gabled, with many gable ends facing the street. Red plain tile and slate tile are traditional building materials and therefore make a positive contribution to the area.

Many of the residential buildings have intricate architectural detailing, such as decorated bargeboards along Lower Green Gardens road and roof finials. While many original windows and doors have been lost, some timber sash windows remain, and these make a positive contribution. Some historic shop front details have also been retained to the north east.



Landscaping, Open Spaces and Public Realm

This area is predominantly characterised by its landscaped open spaces, which run through the centre of the character area. These spaces contain high quality public realm features.

The green space in the centre of these Victoria Place is bounded by a low, vellow brick wall topped with a rowlock brick course. Much of the area is laid to lawn, and the memorial is set within an area of paving which is bordered by a manicured hedgerow, flower planting, and potted shrubs. The Grade II listed War Memorial (List Entry No. 1426590) is located in the centre of Victoria Place, and was created by Richard Goulden, who was a leading monumental sculptor. Cast iron benches provide seating, which overlooks the mast and memorial and benches are regularly spaced along the Lower Green path. Waste bins are black metal and also placed at regular intervals in areas of public realm. Another key feature within this area are the raised flowerpots, which are found on both areas of green space. These add interest to the planting schemes here. Flower beds and flowerpots can be found throughout the area, notable to the west of the area marking the gateway to the Conservation Area. Further west, the path through the garden continues and a ships mast sits in the centre of the Green, reflective the coastal character of Brightlingsea. Large shrub planting surrounds the path here. The green space is surrounded by arterial roads through the Conservation Area: traffic demands have led to a high proportion of this area being given over to circulation and parking.

To the south of the area is the Lower Green, a stretch of green that is mostly laid to lawn with an area of planting at its northern point and midway point, where there is also a foundation. Mature trees line the green. The green, along with its fountain, boxed flower planting and raised hanging flowerpots makes a positive contribution to the area, providing a verdant and formal space which elevates the streetscene.

The private areas of landscaping found in the gardens along Lower Green Gardens road also make a positive contribution to the area. The front garden at the Grade II listed Lower Green Cottage (List Entry No. 1337208) is large and



mostly laid to lawn, with some border planting and a mature tree close to the cottage. This, along with the timber boundary treatment, makes a positive contribution to the green character of this area. Further north, a mature cedar makes a positive contribution also, breaking up the building line and adding visual interest to the streetscape. Continuing north, front garden spaces are predominantly paved, however many contain potted flower planting, shrubs and hedgerows.

To the east of the area, a collection of street furniture sits within the pedestrian crossing island, including a bike rack, telephone box and flowerpots.

Streetlights throughout this area are of a traditional aesthetic, and these make a positive contribution to the historic and more formal character of this area.

Contribution by Key Un-Listed Buildings

Positive contribution

The building on the corner of Queen Street and Victoria Place makes a positive contribution to the area. It is located within a prominent corner plot, and wraps around with a curved frontage, which adds interest to the streetscape. It has two gable frontages to the south, with some timber detailing. Modern shop frontages dominate the ground floor of the Tesco Express, which detract from the character of the building, although neighbouring Spirals has retained its historic shop frontage and tile porch entrance.

Number 22 Victoria Place is a large building set within a large corner plot. It has undergone some alterations, including a modern extension to the front, however the building makes a positive contribution to the area due to its architectural interest. Its mansard tile roof in particular is of note. The largest and most notable building on the eastern side of Lower Green is the Post Office and supermarket. This is a substantial nineteenth century building in red brick with a gable frontage, which makes a positive contribution to the street. It has an open pediment with a circular window, underneath which is an arched window with fanlight and two flat headed sash windows. The ground floor is dominated by modern fascia and blank window displays, which detract from the historic character and appearance of the area.

Negative contribution

Osbournes Court is a dominant building to the south of the memorial green. It is two and a half storeys, taller than its surrounding buildings, and is built in yellow brick with a rendered and gabled central block. This material is unsympathetic to the area, introducing a large expanse of yellow brick, contrasting the typical predominantly red brick, the only other yellow brick building being the Church. The massing of the buildings and dormer windows are uncharacteristic of the area, and it makes a negative contribution to the streetscape.

The Lloyds Bank building on the north side of Victoria Place is of three storeys under an overbearing mansard roof. It is higher than the surrounding buildings, and the hung tile façade and aperture spacing is uncharacteristic of the area.

3.8. Character Analysis: Queen Street and Regent Road

Summary of character area

Queen Street and Regent Road provide a thoroughfare for the settlement of Brightlingsea, following a historic route along Queen Street. The buildings within this area, however, predominantly date from the nineteenth century to the south, and early twentieth century to the north. A small group of earlier vernacular Grade II listed cottages survive at Numbers 55 – 59 (Listed Entry No's. 1111398 and 1337205), and the Grade II listed house at Number 42 (List Entry No. 1111397) is located opposite at the junction with Spring Street.

The south eastern boundary of the area is marked by the Brightlingsea New Church, a prominent building dating from 1868 in plain Romanesque style with a small, paved front garden. The remainder of the area contains residential buildings. The majority of Queen Street comprises two storey Victorian houses, either individuals, pairs or individual houses. Some modern infill has occurred; however, frontages are mostly in red brick with white painted details. A significant proportion of sash windows and other original details have survived.

Regent Road was established after Queen Street, and laid out in the early twentieth century, following the line of an earlier footpath. The plots along this road are characteristically larger, and the buildings are grander in terms of their scale, architectural detailing, and front garden landscaping.



Figure 69 Regent Road Character Area

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Figure 71 4 Regent Road

Figure 72 Grade II Listed Anchor Cottage

Figure 73 Brightlingsea New Church

Land Usage

The character area's overriding land use is residential; the only exception to this is the Brightlingsea New Church, located at the southern end of the area. This residential character is a defining quality of the area and makes a positive contribution to our appreciation of the development and growth of the settlement as a whole.

Local Building Materials and Details

The predominant building materials are reflective of the residential nature of the area and its development in the nineteenth and early twentieth centuries. Dwellings are either red brick or painted render, with an example of a pair of gault brick villas on the south east corner of Regent Road and gault brick to the south east of Queen Street, and a weatherboarded cottage to the north west of Queen Street.

Roofs are tiled, often in red plain tile or slate, and some buildings have retained their traditional timber sash windows.

Boundary treatments are traditionally low brick walls, with some iron railing and hedgerows as well.

Architectural details along Queen Street include bay windows, with more ornate detailing also common such as columns and doorcases. These are prominent features and make a positive contribution.

Along Regent Road, buildings are more varied in their architectural details; many have features such as arched recessed porches, and one example has an intricate turret with stained glass and an ornate porch.



Landscaping, Open Spaces and Public Realm

Landscaping within this area is derived from the private, residential front gardens along the street. These are predominantly small scale along Queen Street, set behind boundary treatments including railings, low brick walls and some hedgerows. These all make a positive contribution to the streetscape and enforce a sense of rhythm to the frontages. Some walls have been lost to paving or replaced with close board fencing which are unsympathetic to the area. Front gardens often contain trees and substantial shrub planting, which makes a positive contribution to the historic residential character and appearance of the area.

There is a small triangular paved area at the junction of Queen Street and Spring Road, which has a flower planter; this makes a positive contribution to the area, reflecting the historic boundary of the settlement.

Further north, front gardens are more substantial in size, and their landscaping makes a positive contribution. Boundary treatments are more varied on Regent Road, with more close board fencing and taller hedgerows. In most cases, there is visibility from the street into gardens, and the planting within them makes a positive contribution.

Due to the enclosed character of these residential streets, with building lines and boundary treatments abutting the pavement edge, there is little public realm space within the character area.

There is little street furniture within the area; streetlights are a mixture of concrete and metal posts and make a neutral contribution.



Contribution by Key Un-Listed Buildings

The buildings on Queen Street and Regent Road are generally of good quality and together make a positive contribution to the area.

Number 40 Regent Road is notable and makes a positive contribution to the streetscape. It has interesting original decoration, including windows with stained glass panes, a porch canopy, decorative barge boarding and other architectural elements such as the turret with pyramid roof which contributes positively to the architectural interest of the building.



Figure 74 Number 40 Regent Road

3.9. Character Analysis: John Street

Summary of character area

This area is formed by a single street, comprising of residential buildings, which were primarily built in the nineteenth century, with some twentieth century development to the north west and some postwar development to the south east. There are no listed buildings within the area, although it has a historic character and appearance due to the historic residential terracing found here.

The street is enclosed in character, with a consistent building line to the north and some buildings set back behind gardens and views towards the back gardens of the adjacent High Street in the south.

The south west of the area contains a row of four well-kept cottages from Numbers 7 - 13. These make a positive contribution to the historic domestic character and appearance of the street, built in red brick with brick boundary treatment and simple architectural details such as flat headed arches over doors and windows. The southernmost building in particular, Number 7, has retained historic details and makes a notable contribution to the group.

Rows and pairs of cottages are typically set back from the pavement behind small garden plots, although some larger front gardens can be found at Numbers 18 – 28 on the east side of the road. These are typically planted with flowers and shrubs, and have retained their boundary treatment, although some have been paved over.

The houses along John Street are two storeys in height, and the majority are painted render, with simple detailing. Numbers 23 and 25 are a symmetrical pair with doorcases that make a positive contribution to the character of the buildings and add interest to their façade. Numbers 35 - 41 comprise of a row of red brick and painted render cottages with door casing, and flat head arched windows, which also make a positive contribution.



Figure 75 John Street Character Area

Opposite is Number 30, a building orientated to the south, which makes an interesting contribution and breaks up the rhythm of the streetscene. It is two storeys with a slate roof but has lost many original features such as its windows.

The area north of Oyster Road presents a more consistent streetscape, and contributes to the enclosed, residential character of the street. It comprises a row of paired villas and terraced cottages to the east side of the street and detached twentieth century buildings to the west. The buildings from Sycamore Lodge to Number 58 are predominantly rendered and painted white,

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and weatherboarded. Many have retained their door casing, which makes a positive contribution to the street and enhances the value of the group of buildings here. To the west, the detached buildings are largely red brick, with some painted render, and two storeys in height. They have small garden plots which are often planted and with low brick boundary walls.

The former Congregational Chapel is a notable building within the area. This building is prominent within the streetscape, and makes a positive contribution; it is tall, with its prominent western façade facing directly onto the street. A large pointed arch window with stained glass and two doors with pointed arches, all topped with gault and red brick detail. Gault brick banding also adds interest to the gable front. The building has been converted to multiple occupancy residential use.

A good example of a gault brick villa sits on the corner of John Street and Albert Road, Number 64, named The Manse, which makes a positive contribution to the area. To the north of Albert Road, Numbers 1 -3 are pair of red brick villas under a slate roof, with large bay windows on the ground floor and arched entrances. These make a positive contribution and mark the northern boundary of the character area.



Figure 76 Row of terraces from 42 John Street



Figure 77 1 Albert Road



Figure 78 View south along John Street



Figure 79 Former Congregational Chapel



Land Usage

The land within this area is largely in residential use, which contributes to its character and appearance. The former chapel building has been converted to residential use.

Local Building Materials and Details

The residential character of the area and its development in the nineteenth and twentieth centuries means that the predominant building materials are reflective of this. Buildings are red brick, and many are painted render, with an example of a gault brick villa to the north east.

Roofs are largely in slate or have been converted to concrete tiling. The majority of buildings have lost their original timber sash windows. Boundary treatments are varied, although traditionally comprise of low brick walls; many are constructed in brick, with some iron railing, stone and concrete as well.

The local details within this area are largely those of simple, domestic architecture of the nineteenth and twentieth centuries. Traditional door cases can be found across the area and make a positive contribution to the street scene.

Landscaping, Open Spaces and Public Realm

There are no areas of open space within this area, and so the only areas of landscaping are derived from private garden plots. Many of these contain some small-scale planting and greenery, which contributes to the historic domestic character of the area. Public realm space within the area is limited to the pavements which flank the street; these are lined with modern lampposts and utility poles. Pavements comprise of a variety of surface treatments where repairs have been undertaken. A notable feature is the enamel street sign to the north of the area, located on the side of Number 64 The Manse. This makes a positive contribution to the historic character of the area.

Contribution by Key Un-Listed Buildings

The buildings on John Street together make a positive contribution to the area and reflect its historic residential development. The former Congregational Chapel (Figure 79) makes a unique contribution in particular, as an ecclesiastical building which is prominent in views along the street and introduces a variety of architectural detailing. The Chapel is taller than its surroundings, constructed in red brick with gault brick detailing including the buttresses and banding on the triangular western gable. It has pointed arch windows, with quatrefoil windows on the western façade.

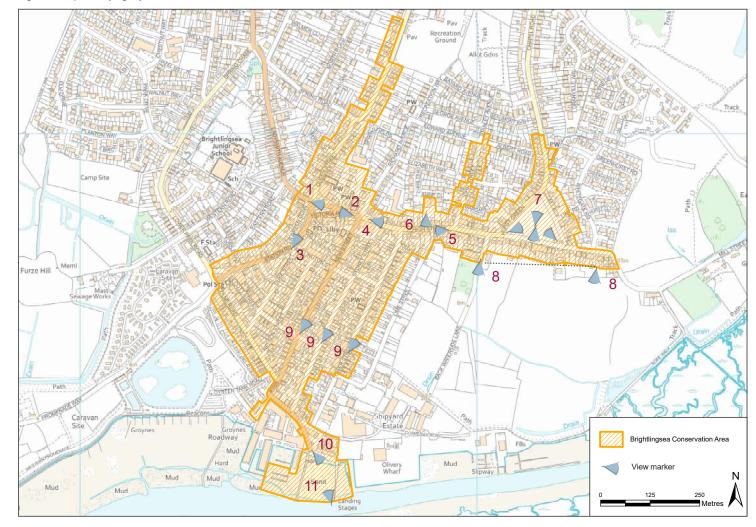
Number 64 is notable as it makes a unique contribution to the area. It is constructed in gault brick, which is not a common material of the area of wider Conservation Area and is named as 'The Manse' on the 1923 Ordnance Survey Map, although was constructed much earlier. Its symmetrical façade and classical architectural detailing make a positive contribution to the area (Figure 75).



3.10. Views

Key views are identified on Figure 80. The views included in this assessment are not exhaustive and there may be other views of significance. For example, there are also kinetic views and informal glimpsed views gained from streets across the Conservation Area, that contribute to the character and appearance, particularly those towards the waterfront from Hurst Green and Back Waterside Lane. Any proposals for development within the Conservation Area, or its environs, should consider the views below and any others which may be relevant or highlighted as part of a bespoke assessment of that proposal.

Figure 80 Map identifying key views





View 1: East along the Victoria Place

This view allows for an appreciation of the Green, containing the Grade II listed War Memorial, within its urban setting of Victoria Place. The Green is surrounded by the busy through road, bounded by the building line of Victoria Place and with views stretching east towards buildings which line the High Street. The spire of the Grade II listed Church of St James (List Entry No. 1111402) is a prominent feature within this view. Some modern buildings, which are uncharacteristic of the area, are also fairly dominant within this view.

View 2: West along Victoria Place

The view west along Victoria Place is characteristically verdant, incorporating an aesthetic view of the War Memorial and the green, along with the line of trees on Lower Green and historic buildings to the east.

View 3: North along Lower Green

This view is a pleasant vista of the Green, incorporating Lower Green and the buildings which line Victoria Place. The view allows an appreciation of the Green's historic character and notable buildings.

View 4: East along the High Street

This view follows the High Street, which is enclosed in character with a narrow road and pavement, the building line close to the pavement. The buildings are largely painted brick and render and gault brick, with more red brick further east, and are historic in character.

It incorporates a high number of listed buildings, and the core of the historic settlement of Brightlingsea.

View 5: West along the High Street

This view follows the High Street, which is enclosed in character with a narrow road and pavement, the building line close to the pavement. The buildings to the east are largely red and painted brick and render with gault brick further west and are historic in character and appearance.

These views west incorporate a high number of listed buildings, and the core of the historic settlement of Brightlingsea.

View 6: Towards Jacobes Hall

This view incorporates Jacobes Hall, an exceptionally fine late medieval house and notable for its Tudor stair tower. The view provides a notable place to best view the Grade I listed building.

View 7: Hurst Green

Views of and from Hurst Green shows how buildings of different ages and styles give effective enclosure to the Green. The Green provides a large expanse by which the buildings can be appreciated and is itself an important historic asset.

View 8: Down to the estuary from the buildings on Hurst Green

The topography here allows wide views from the rear of buildings on Hurst Green down to the waterfront. These are important views, as they enhance appreciation of the development of Brightlingsea and its location within its wider setting.



View 9: Along residential roads

These views are significant in that they incorporate long continuous stretches of nineteenth century development within Brightlingsea. They follow the narrow streets which are enclosed and historic in character, the residential buildings providing a strong rhythm.

View 10: Towards the water

This view towards the water enhances understanding of the Conservation Area; its location and relationship with the River and sea can be fully appreciated here. The view is also aesthetic and cherished by locals and visitors alike, with plenty of places provided to sit and experience and appreciate the view.

View 11: Towards the Conservation Area from the water

This view is of importance in demonstrating the relationship between the water and the Conservation Area. It also incorporates the buildings and features of the waterfront, which contribute to the historic maritime character of the area.



3.11. Setting of the Conservation Area

The NPPF describes the setting of a heritage asset as:

The surroundings in which a heritage asset is experienced. Its extent is not fixed and may change as the asset and its surroundings evolve. Elements of a setting may make a positive or negative contribution to the significance of an asset, may affect the ability to appreciate that significance or may be neutral.

Historic England Good Practice Advice Note on the Setting of Heritage Assets (2017) indicates that the setting of a heritage asset is the surroundings in which the asset is experienced. It goes on to note:

Where that experience is capable of being affected by a proposed development (in any way) then the proposed development can be said to affect the setting of that asset.

Historic England's advice note on setting includes a:

(non-exhaustive) check-list of potential attributes of a setting that may help to elucidate its contribution to significance'. As the advice note states, 'only a limited selection of the attributes listed will be of a particular relevance to an asset.

This checklist has been used to inform this assessment.

The Conservation Area also draws its significance from key features outside of its boundary, most notably from the river and creek to the south. Due to the topography of the Conservation Area, the land slopes to the south towards the water; this affords views from high ground towards the water, particularly from the backs of buildings on the High Street and Hurst Green. This visual link between the Conservation Area and the water makes a positive contribution, as it allows for appreciation of the location of the settlement as well as the deliberate positioning of buildings such as Jacobes Hall to take advantage of these views.

To the immediate south of the Conservation Area is a modern development along the waterfront; this makes a neutral contribution to the significance of the Conservation Area.

To the west and north, the Conservation Area is enclosed by modern later twentieth century development. This residential growth makes a minor beneficial contribution to the Conservation Area and demonstrates the continued expansion of the town. Notable features within the setting here include the boating lake, beach huts and Brightlingsea's Lido.



To the north east, there is a small area of late twentieth century development, beyond which are agricultural fields and Eastend Green. These make a positive contribution to the Conservation Area, as its open historic setting with dispersed farmsteads and historic routes through the landscape provides the rural context of the historic settlement.

To the immediate south east of the Conservation Area is an area of twenty-first century development and a car park; these make a neutral contribution to the Conservation Area. Further east are buildings and workshops relating to industry and commerce on the waterfront, which make a positive contribution to our appreciation of the historic development and economy of the area. The former saltings and Oyster Pits are also located to the south east of the Conservation Area and make a positive contribution to the economic history of the settlement, enhancing our understanding of the principal trade of the area.



Figure 81 Open land to the east of Mill Street



Figure 82 Car park near the waterfront



4. Opportunities for Enhancement

The following opportunities for enhancement have been identified and are summarised below in brief. The list is not exhaustive and some of the opportunities identified are not unique to Brightlingsea with many being shared with other Conservation Areas.

4.1. Access and Integration

The Conservation Area is easily navigable by the roads which traverse it. There is, however, scope for enhancement to generate a greater pedestrian bond between the elements which make up the Conservation Area, particularly the historic core and waterfront.

The waterfront is currently detached from the surrounding Conservation Area, due to poor wayfinding, and there are no cohesive design elements which create a sense of place between the historic core and waterfront. There is a high-quality signpost along the waterfront, so there is potential to introduce similar signage within the Conservation Area while promoting the key features within it.

4.2. Car Parking

Many of the residential roads within the Conservation Area are characteristically narrow; this means that on-street parking is a concern across much of the Conservation Area. It impacts how the area is experienced and detracts from the character of the area.

Within Victoria Place, the expanse of tarmac and off-street parking for the Tesco Express in particular also makes a negative contribution, creating a space which is dominated by vehicular traffic and views of stationary cars.



Figure 83 Informal parking signs along residential roads

This is an issue faced by many Conservation Areas nationally and is not, therefore, unique to Brightlingsea. With regard to on-street parking, alternative methods to control parking in conservation areas should be sought; for example, in restricted parking zones, discreetly positioned and minimal information signs should be used, and places on the road where parking is allowed can be indicated by a subtle change in the texture of the road surfacing.¹⁷

There is also the opportunity to reduce car traffic and parking by exploring alternative solutions to car travel, for example through the promotion of sustainable transport solutions.

¹⁷ Colin Davis, Car Parking in Conservation Areas, IHBC Context 150 (2017)

4.3. Inappropriate alterations

Doors and windows

A key concern across the majority of the Conservation Area is the alterations to windows and doors. The replacement of timber windows with inappropriate uPVC windows can impact the historic character of a building, and the contribution they make to the appearance of the Conservation Area. The location of doors and windows within a historic building is also an essential part of its character, and by altering their position, or blocking them up, this can detract from its appearance, for example.

Historic England's *Traditional Windows Their Care, Repair and Upgrading* (2017) advises that:

the loss of traditional windows from our older buildings poses one of the major threats to our heritage. Traditional windows and their glazing make an important contribution to the significance of historic areas. They are an integral part of the design of older buildings and can be important artefacts in their own right... The distinctive appearance of historic hand-made glass is not easily imitated in modern glazing.

The loss of historic joinery such as sash and casement windows and panelled doors results in a degree of harm to the significance of an historic building, and the loss of crown or other early glass can also cause harm to the significance of buildings. Historic England's 2017 advice recommends that '*surviving historic fenestration is an irreplaceable resource which should be conserved and repaired whenever possible.*'

Where draughts are causing an issue, the repair and refurbishment of windows can improve the thermal performance of historic windows in the first instance, along with the use of shutters and heavy curtains. Alternatively, modern technology allows for well-designed secondary glazing; special timber casements that can be constructed and fixed



to the interior of the frame using sections and mouldings to match the primary glazing. These less intrusive methods are advisable within the Conservation Area; however, it is recommended that advice is sought from the Council before any changes to windows or doors are made to ensure the optimum solution.

Terraced housing

Terraced housing makes a key contribution to the character and appearance of the Conservation Area and comprises a significant portion of the Conservation Area. Throughout the area, small incremental changes have impacted the historic character of these terraced rows, through the loss of windows, doors, boundary treatments, loft conversions, façade rendering or painting, and satellite dishes. There is an opportunity to provide better awareness of the importance of historic terraces to local property owners and demonstrate the impact that inappropriate changes can have to a building and the wider Conservation Area. Historic England, for example, provides guidance on *Changes to Historic Terraced Housing*, which addresses the key issues relating to changes to buildings of historic significance, and provides a useful resource for property owners to consider.¹⁸

In many cases, rows of terraced houses have been impacted by the varying approaches to façade treatments, which interrupts the rhythm of the streetscape and the appearance of the buildings. For example, there are examples of exposed brick, painted render, and inappropriate cladding, which impact the significance of a group of terraces.

Many properties have also lost or replaced their boundary treatments, which impacts the uniformity of the streetscape and the historic character of the area. Existing historic boundary walls make an important contribution to the character of the area and should be maintained and reinstated wherever possible.

Roof tiles have also been replaced in buildings across the Conservation Area and should be reinstated with traditional materials wherever possible.

¹⁸ https://historicengland.org.uk/advice/your-home/making-changes-your-property/types-of-work/terraced-housing/

4.4. Inappropriate Modern Development

There are areas of post-war infill which impact the historic character and appearance of Brightlingsea and are unsympathetic to their surroundings and do not respond to traditional detailing and profiles, apertures, palette of materials or design. This has a particularly negative impact on the historic character of the settlement's core, where the continuous proportional facades are interrupted by buildings of a large mass and uncharacteristic material palette. Examples of inappropriate modern development are considered to include:

- Lloyds Bank Victoria Place, a three-storey development which makes a negative contribution to the area and is prominent within the streetscape. It is unsympathetic in terms of its mass, apertures, and building materials.
- Osbournes Court is two and a half storeys in height, and makes a negative contribution to the area, due to its unsympathetic materials and apertures. The blocked massing of the buildings and dormer windows in particular are uncharacteristic of the area.
- St James Court is a two-storey development on Dukes Street within the plot of the former school building. Its massing and materials introduce a modern character to the area, which makes a negative contribution. To the west, it is set within an area of landscaping, which provides some screening.
- Number 70 Hurst Green is a two and a half storey dwelling which has been renovated recently in the twenty-first century. It is out of character with its surroundings in stark contrast within the streetscape, due to its bright render, apertures, materials, and extension.
- BT building New Street, is a large utilitarian building with a plain tarmac frontage. It is uncharacteristic in terms of its mass,

building material and curtilage, which is formed by a variety of paving treatments with no boundary treatment.

• Colne Medical Centre, Station Road, is unsympathetic due to its massing and apertures, as well as its projecting ground floor roof which is visually disruptive on the streetscape.

4.5. Maintenance

Many of the buildings and spaces across the Conservation Area have been impacted by a gradual decline in their condition due to lack of ongoing maintenance. Historic England defines maintenance within *Conservation Principles* as *"routine work necessary to keep the fabric of a place in good order"*. The importance of preventative maintenance cannot be over-emphasised, as ongoing maintenance can not only limit, or even prevent, the need for repairs later, it will avoid the loss of original fabric and is cost-effective.¹⁹

There are examples of maintenance issues across the area, which are common to historic buildings and Conservation Areas, such as the deterioration of paintwork, timber rot, and loss of historic features. Throughout the Conservation Area a large proportion of buildings have had original features and fittings removed, particularly windows and doors. This impacts the historic significance of the buildings and detracts from the aesthetic and character of the Conservation Area and, therefore, its special interest. There are very few buildings which have retained their historic windows.

The introduction of uPVC windows is a particular concern within the Conservation Area. To preserve the special interest of the Conservation Area, historic timber windows should be retained. Any proposals for the replacement of windows should avoid the loss of any historic fabric and should be historically appropriate to the host building. The application of uPVC windows will not be supported.

19 Preventative Maintenance (spab.org.uk)





There is an opportunity to monitor ongoing condition and maintenance issues across the Conservation Area by means of a regular baseline photographic survey. Going forward, this could be an opportunity for local groups and individuals to lead in, and there is scope for the Council to work in partnership with the community to undertake ongoing assessments such as this.

4.6. Neutral Contributors

There are a number of buildings and plots which make a neutral contribution to the character and appearance of the Brightlingsea Conservation Area. Notable areas which make a neutral contribution are considered to be:

- The Victoria Café, Victoria Place
- Modern housing development on Hall Cut
- Brightlingsea Library
- Modern infill buildings, such as those on Hurst Green and Queen Street

There is also historic development which has the potential to make a positive contribution with enforcement and maintenance to rectify inappropriate changes, such as to those on Station Road and within the Residential Roads Character Area.

4.7 Public Realm

There are many elements of public realm within the Brightlingsea Conservation Area and the majority of these are well maintained. However, the approach lacks a consistent style of street furniture with a varied mix of styles, ages and with some in need of maintenance. There is scope to introduce consistency in quality across the whole area, which may enhance the character and appearance of the area.

Street Furniture (Lampposts, benches, signage, bins, bike stands, bollards etc.)

There is a good number of benches and bins throughout the Conservation Area, which are typically high-quality. Bollards can also be found across the area, notable on the Waterfront, Victoria Place and to the north of Queen Street. These are historic in character and make a positive contribution.

Signage across the Conservation Area is typically of historic character in cast iron with some maps and information boards along the waterfront as well. Enamel road signs can also be found attached to the external walls of buildings, and these make a positive contribution to the character and identity of the area.

Also of note is the bike stand sculpture within Victoria Place, which is an unusual feature that makes a positive contribution.

Hard Landscaping

There are areas of high-quality hard landscaping across the Conservation Area, with designed elements such as scoria brickwork and small-scale pavers. There is scope for enhancement by ensuring the same high-quality approach is reflected throughout the Conservation Area, as there are some street surfaces that are better maintained than others.

Open Spaces

The open spaces within the Conservation Area are notable features and make a significant contribution to its special interest. These are the Lower Green, the memorial green, Hurst Green, the waterfront, and to the south of Station Road. The public realm features within the greens and open spaces are of high-quality and are well maintained. These make a positive contribution to the Conservation Area and should continue to be maintained in such a way.



Trees and Planting

Trees and planting are predominantly found in the greens and open spaces in the Conservation Area, particularly on Hurst Green and Lower Green. There are no street trees. All trees should continue to be maintained, ensuring plans for replanting where any trees are nearing maturity.

4.8. Shop Frontages

Brightlingsea contains a number of historic shop frontages which make a positive contribution to the area, predominantly located within the High Street and Victoria Place Character Areas. While many have retained their historic character, some are in need of small maintenance repairs, or reconsideration of modern alterations such as inappropriate signage and overbearing modern fascia. This should be in line with the Essex County Council's Shopfront Guidance.²⁰

20 https://www.placeservices.co.uk/media/108271/shop.pdf







Figure 84 Clockwise from top: Porch and tile detailing, historic shopfront detail and modern signage



5. Management Proposals

There are a wide range of opportunities for the Brightlingsea Conservation Area, many of which share common themes. This section builds on the opportunities identified in Section 4 and seeks to recommend management proposals which address these in both the short and long term.

5.1. Positive Management: Short term

The first set of proposals relate to positive management and focus on good practice and improved ways of working with the Local Planning Authority. These are generally low cost and can be implemented within a short timeframe, typically within one or two years.

Enforcement

Where the necessary permission has not been sought for alterations, such as advertising signage and building alterations which are not contained within the General Permitted Development Order, within the permitted time limits the Local Planning Authority's powers of enforcement should be considered. This could assist in reinstating any lost character or architectural features whose loss may have a negative cumulative effect on the Conservation Area, as well as avoiding a precedence being set for similar, uncharacteristic works. The loss of original windows is a particular concern within the Brightlingsea Conservation Area, as well as unsympathetic alterations such as the addition of modern porches and dormer windows. Going forward, it is recommended that an assessment and gazetteer is undertaken across the Conservation Area to ascertain the condition of historic buildings that have been impacted in this way, and create a new baseline for the future.

General Maintenance: Public Realm and Highways

Through the agreement of a standard good practice within the Conservation Area between relevant Local Authority teams and other landowners, long term goals can be set to promote good design within the public realm, such as avoiding excessive road markings or signage and agreeing a standard street furniture within Character Areas to ensure consistency over time as elements are introduced or replaced. This will have a long-term positive impact on the Brightlingsea Conservation Area and ensure the preservation of characteristic features of the Area including Brightlingsea.

Heritage Statements, Heritage Impact Assessments and Archaeological Assessments

In accordance with Paragraph 194 of the NPPF, applicants must describe the significance of any heritage assets affected, including any contribution made by their setting. The level of detail should be proportionate to the assets' importance and no more than is sufficient to understand the potential impact of the proposal on their significance.

All applications and development proposals within the Conservation Area and its setting require an appropriately detailed Heritage Statement. Any application without a Heritage Statement should not be validated.

The key views analysed within this document are in no way exhaustive. The impact of any addition, alteration or removal of buildings, structures or trees on key views should be considered to aid decision making. This includes development outside the Conservation Area. Where appropriate, views must be considered within Design and Access or Heritage Statements. This should be in accordance with Historic England's Good Practice Advice in Planning Note 3: *The Setting of Heritage Assets* (2019). Applications which fail to have assessed any impact upon views and setting should not be validated.



Local Heritage List

A Local List identifies buildings and structures of local architectural and/ or historic interest, and these are considered to be 'non-designated heritage assets' under the provisions of the NPPF. Local Lists can be beneficial in ensuring the upkeep and maintenance of historic buildings that contribute to the character of the settlements.

Brightlingsea would benefit from adopting and maintaining a comprehensive Local List in order to preserve its historic environment. There are a number of buildings and features within Brightlingsea which make a positive contribution to the special interest of the area, which indicates that a Local List may be beneficial to ensure the upkeep of buildings which are significant to Brightlingsea's history and character.

There are a number of buildings within the Conservation Area which are of sufficient quality to be considered for local list status, as highlighted in Section 2.5.

The exercise of creating a Local List would also facilitate a greater understanding of the area and could be utilised as a public engagement strategy to improve awareness and understanding.

Neutral and Negative Elements

Tendring Council must not allow for the quality of design to be impacted by the neutral and negative elements of the built environment. Officers must, where possible, seek schemes which enhance the built environment and look to conserve and reinstate historic features. It is also considered that poor quality or unsympathetic schemes do not preserve the special interest of the Conservation Area and therefore are discouraged, both within the Conservation Area and its setting; this is due to the potential impact to the character and appearance of the area.

New Development

There are opportunities within Brightlingsea and its setting for development which makes a positive contribution to the Conservation Area. To be successful, any future development needs to be mindful of the local character of the Conservation Area, while at the same time addressing contemporary issues such as sustainability.

Successful new development will:

- Relate to the geography and history of the place and the lie of the land;
- Sit happily in the pattern of existing development and routes through and around it (including public footpaths);
- Respect important views;
- Respect the scale of neighbouring buildings; and
- Use materials and building methods which as high in quality of those used in existing buildings.

Tendring District Council should guide development in a positive manner by:

- Engaging with developers at an early stage through the Pre-Application Process to ensure modern development is high quality in design, detail and materials.
- Ensuring large scale development schemes are referred to a Design Review Panel (or similar) to ensure that new buildings, additions and alterations are designed to be in sympathy with the established character of the area. The choice of materials and the detailed design of building features are important in making sure it's appropriate to a conservation area.

• Seeking opportunities for developers to make a positive contribution to the wider historic environment through Section 106 Agreements.

Public resources

The preservation and enhancement of private properties can be improved through the publishing of resources aimed to inform property owners and members of the public. An introductory summary of the Conservation Area Appraisal in the form of a leaflet or factsheet(s) is a simple way to communicate the significance of the area and ensure members of the public are aware of the implications of owning a property within a conservation area. In addition, a maintenance guide would assist property owners in caring for their property in an appropriate manner. A single Good Practice Design Guide on standard alterations such as signage, shop fronts, windows, doors, rainwater goods, boundaries and roof extensions will ensure inappropriate development does not continue to be the accepted norm.

- Provide guidance on appropriate design and materials for windows and doors and encouraging the retention or reinstatement of historic glazing patterns and door designs and the use of appropriate materials.
- Provide guidance on the traditional form of boundary treatments and encourage their reinstatement where they have been removed or compromised.
- Provide guidance on traditional roofing materials and encouraging the reinstatement of good quality slate and the removal of unsympathetic modern materials such as interlocking concrete tiles.
- Provide and update guidance relating to signage. This should address appropriate size and design, the extent and amount and associated lighting. All further planning applications and



advert consent applications should be required to comply, where possible, with this standard, designed to help to restore the character and appearance of the Conservation Area.

Poor maintenance leads to the deterioration of the fabric of the built environment and results in a loss of architectural details. Improved awareness of simple maintenance and repair would be conducive with the preservation of Brightlingsea's built heritage. At present there is a range of interpretation (information boards, signage, webpages) within the Conservation Area, particularly along the Waterfront, aimed at improving understanding and awareness. These must continue to be maintained and updated where appropriate to ensure awareness and establish the identity of Brightlingsea as a historic settlement.

Shop Frontages

There is potential to raise awareness of the importance of historic shop fronts and traditional signage and the contribution they make to the special interest of the Conservation Area through the production of information leaflets or web pages which provide guidance for shop owners on upkeep and maintenance of historic frontages. Article 4 Directions could also be used to prevent loss of historic shop frontages.

Tall Buildings

Buildings within the Conservation Area are typically one to three storeys, depending in the use and location of the building. The notable tall buildings are the former Royal Hotel on New Street, the spire of St James Church on Victoria Place and the former Anchor Hotel on the Waterfront. These buildings are taller than their surroundings, and punctuate the skyline, making them wayfinders in the built landscape.

It is considered that the introduction of new tall developments within the Conservation Area would be harmful, and that development should stay at two storeys to be appropriate, or three as a maximum.



Tree Management

In line with the Town and Country Planning Act, all trees in Conservation Areas are afforded the same protection as a Tree Preservation Order. Trees which have a trunk diameter of more than 75mm, at a height of 1.5m from the ground, may not be felled or lopped unless six weeks written notice has been given to the Council. Six weeks' notice has to be given to the Council under S211 of the Act.

It is also considered that any prominent trees, and trees with amenity value on private land throughout the Conservation Area should be monitored and maintained appropriately. This will maintain the green character of the area. Any tree that makes a positive contribution to the area should be retained, maintained and, if felled (only if dead, dying or dangerous) replaced with an appropriate new tree.

5.2. Positive Management: Longer Term

The second set of proposals are also focussed around positive management but either take longer to implement or are better suited to a longer time frame.

Access and Integration

Enhancements should be considered to create a stronger relationship between the historic core of the town and the waterfront, particularly for pedestrians. Currently, the waterfront feels detached from the wider Conservation Area, and although there is a signpost along the waterfront there are none within the towns High Street or historic core. For example, signposted pedestrian routes between the features within the Conservation Area and its setting, or interpretation schemes which promote key features could improve access.

Car Parking

Consideration of car parking within the Conservation Area should begin with a car parking survey to establish the need both now and in the future. Once the level of necessary car parking has been established a landscape strategy should be created by the Council in conjunction with local stakeholders. Areas of concern are the residential roads of New Street and Sydney Street, where residents clearly have difficulty in parking evidenced by signposts in windows and on side gates.

Character Appraisal and Management Plan

The Conservation Area Appraisal and Management Plan should be reviewed every five years to monitor change and inform management proposals.

Conservation Area Boundary

The Conservation Area boundary has been revised within this appraisal in accordance with the NPPF (2021) and *Historic England Advice Note 1: Conservation Area Appraisal, Designation and Management* (2018). The boundary now excludes areas of modern development to the north east of the area, including the building to the north of the Chapel and the development of Chapel Mews, as well as the substantial development on the Waterfront. The boundary now includes areas to the north and south. It takes in the extent of the early late nineteenth and early-mid twentieth century residential expansion between the High Street and the waterfront; this area has retained its historic, residential character. It also extends to include the Railway Tavern on the south west side of Station Road, as well as areas of public realm opposite, and well-preserved residential development to the north along Regent Road. The boundary should continue to be assessed as part of future reviews of the Management Plan to ensure it is robust and adequately protects the significance of the area.

Interpretation: Improved Understanding and Awareness

There are areas of interpretation across the Conservation Area, predominantly found along the Waterfront through the information boards and signage surrounding the seaside shelter. There is scope for further interpretation within the Conservation Area aimed at improving understanding and awareness. This would be an effective way to improve the awareness and re-establish the identity of Brightlingsea as a historic settlement. One key area which may benefit from interpretation is the area of public realm opposite Jacobes Hall; the paved area here, with benches and hedgerow planting, provides a good opportunity for visitors to sit and appreciate the Grade I listed Hall. This is a highly significant asset within the Conservation Area, and therefore would benefit from interpretation.

Opportunity Sites

There are some opportunity sites across the Conservation Area which, if sensitively redeveloped, may enhance the character and appearance of the Conservation Area. Sites which may provide opportunity for enhancement include negative contributors in Victoria Place and Station Road.

Public Realm

The first opportunity to enhance the character and appearance of the Conservation Area is through investment to improve the wider public realm. This can be achieved through continuing to improve and rationalise existing street furniture, surfacing, and the continued maintenance of existing, high-quality street furniture.

Shop Frontages

There is scope for improvement to shop frontages to enhance the character and appearance of the historic streetscape. In addition to tightening controls, small grant funding schemes would provide an incentive to encourage private property owners to carry out works to enhance their property and thereby the wider Conservation Area.

The Council should consider utilising existing powers to intervene where any unit has been vacant for over three months so that it does not detract from the area's character and appearance.

Twentieth Century Premises

There are some twentieth century developments which make a neutral or negative impact on the character of the Conservation Area as outlined in Section 3. There is scope to enhance these sites and buildings through a considered design approach which can guide future improvements. Should opportunities for redevelopment arise in the future, high quality design should be pursued and encouraged through design guidance.

Upper Floors

Small grant funding schemes would provide an incentive to encourage private property owners to carry out works to enhance their property and thereby the wider Conservation Area.





SERVICE

5.3. Funding Opportunities

There are three main funding opportunities which would assist in the execution of these plans:

National Heritage Lottery Fund

The National Heritage Lottery Fund is the single largest dedicated funder of heritage in the UK and therefore is the most obvious potential source of funding. Funding is often targeted at schemes which preserve, enhance and better reveal the special interest of the area whilst also improving public awareness and understanding. Grant opportunities and requirements change overtime, for up-to-date information on NHLF schemes Tendring Council should consult their appointed Heritage Specialist.

Section 106 Agreements

Planning obligations, also known as Section 106 agreements, can be used by the local authority to ensure any future development has a positive impact upon Brightlingsea. These agreements could be used to fund public realm or site specific improvements.

Partnership Schemes in Conservation Areas (Historic England)

Partnership Schemes in Conservation Areas is a programme run by Historic England to target funding for the preservation and enhancement of conservation areas. As the name suggests, the scheme forms partnerships with local authorities (along with any additional funding partners) to facilitate the regeneration of an area through the conservation of its built heritage. The scheme makes funds available to individuals to enable them to carry out repairs or improvement works to their property to enhance the area. This would be suitable to preserve and enhance either the shop frontages or the architectural detailing.



6. Appendices

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Tendring Geodiversity Characterisation Report, Essex County Council (2009)

Archives

Essex Record Office (ERO)

Historic Environment Record (Essex County Council)



6.2. Legislation, Policy and Guidance

LEGISLATION/POLICY/GUIDANCE	DOCUMENT	SECTION/POLICY
Primary Legislation	Planning (Listed Buildings and Conservation Areas) Act 1990	All sections are relevant, although the following pertain to Conservation Area Appraisals and Management Plans:
		66: General duty as respects listed buildings in exercise of planning functions.
		72: General duty as respects conservation areas in exercise of planning functions.
National Planning Policy	National Planning Policy Framework (2021) DLUGH	Chapter 16;
		Annex 2
National Guidance	National Planning Practice Guidance (2019) DLUGH	ID: 18a
National Guidance	Historic England Good Practice Advice in Planning Note 1 (2015) The Historic Environment in Local Plans	
National Guidance	Historic England Good Practice Advice in Planning Note 2 (2015) Managing Significance in Decision-Taking in the Historic Environment	
National Guidance	Historic England (2017) Good Practice Advice in Planning Note 3 (Second Edition): The Setting of Heritage Assets	
National Guidance	Historic England Advice Note 1 (2019) Conservation Area Appraisal, Designation and Management	
National Guidance	Historic England (2017) Traditional Windows	

	National Guidance	Historic England, High Streets for All (2018) Advice for Highway and Public Realm Works in Historic Places	
	National Guidance	Historic England (2020) Conserving Georgian and Victorian terraced housing	
	National Guidance	Historic England (2017) Repointing Brick and Stone Walls Guide for Best Practice	
Page 3	Local Supplementary Planning Document	Tendring District Local Plan 2013-2033 and Beyond (2022)	Section 2
	Local Guidance	Local Planing Enforcement Policy (September 2022)	





6.3. Glossary

Term	Description
Archaeological interest	There will be archaeological interest in a heritage asset if it holds, or potentially may hold, evidence of past human activity worthy of expert investigation at some point. Heritage assets with archaeological interest are the primary source of evidence about the substance and evolution of places, and of the people and cultures that made them.
Conservation (for heritage policy)	The process of maintaining and managing change to a heritage asset in a way that sustains and, where appropriate, enhances its significance.
Designated heritage asset	A World Heritage Site, Scheduled Monument, Listed Building, Protected Wreck Site, Registered Park and Garden, Registered Battlefield or Conservation Area designated under the relevant legislation.
Heritage asset	A building, monument, site, place, area or landscape identified as having a degree of significance meriting consideration in planning decisions, because of its heritage interest. Heritage asset includes designated heritage assets and assets identified by the local planning authority (including local listing).
Historic environment	All aspects of the environment resulting from the interaction between people and places through time, including all surviving physical remains of past human activity, whether visible, buried or submerged, and landscaped and planted or managed flora.
Historic environment record	Information services that seek to provide access to comprehensive and dynamic resources relating to the historic environment of a defined geographic area for public benefit and use.
Local List	Local listing is a concept that is designed to ensure that the historic and architectural interest of buildings that are of local importance but do not meet the criteria for being nationally listed is taken account of during the planning process. Local lists can be used to identify significant local heritage assets to support the development of Local Plans.



Non-Designated heritage asset	Non-designated heritage assets are buildings, monuments, sites, places, areas or landscapes identified by plan-making bodies as having a degree of heritage significance meriting consideration in planning decisions, but which do not meet the criteria for designated heritage assets. Only a minority of buildings have enough heritage significance to merit identification as non-designated heritage assets.
Setting of a heritage asset	The surroundings in which a heritage asset is experienced. Its extent is not fixed and may change as the asset and its surroundings evolve. Elements of a setting may make a positive or negative contribution to the significance of an asset, may affect the ability to appreciate that significance or may be neutral.
Significance (for heritage policy)	The value of a heritage asset to this and future generations because of its heritage interest. That interest may be archaeological, architectural, artistic or historic. Significance derives not only from a heritage asset's physical presence, but also from its setting.

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Lower Dovercourt Conservation Area Character Appraisal and Management Plan



Client: Tendring District Council Date: November 2023





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1. Introduction

1.1 Summary

This Appraisal and Management Plan will provide an overview of the Lower Dovercourt Conservation Area, outlining its designation history, alterations to the boundary, and describe its special interest. The appraisal will also consider buildings, parks, spaces, and features which contribute to its character and appearance.

Conservation Area designation provides broader protection than the listing of individual buildings as it recognises all features within the area which form part of its character and ensures that planning decisions take the enhancement and preservation of the quality of the area into consideration.

Dovercourt's significance is predominantly derived from its historic value most closely associated with the early development of Harwich as a seaside resort, centred on a core of historic terraced streets, and the open space of the park and Beacon Hill Fort which are historic in their origins and enhance our understanding of the development of the Conservation Area. Its significance also derives from the architectural interest of the nineteenth and early twentieth century buildings which make up the core of the Conservation Area. The historic and architectural significance of the Conservation Area has been damaged by the loss of key buildings of historic and architectural significance, and the current condition of other important buildings.



1.2 Conserving Tendring's Heritage

Place Services prepared this Conservation Area Appraisal for Tendring District Council. The document is provided as baseline information for applicants to consider, when designing or planning new development in Dovercourt.

This report provides an assessment of the historic development and character of Dovercourt and its special interest. The appraisal will also consider the significance of heritage assets and the contribution that these, along with their setting, make to the character and appearance of the area.

This assessment will consider how different Character Areas within Dovercourt came to be developed, their building styles, forms, materials, scale, density, roads, footpaths, alleys, streetscapes, open spaces, views, landscape, landmarks, and topography. These qualities can be used to assess the key characteristics of each area, highlighting potential impact future developments may have upon the significance of heritage assets and the character of Dovercourt. This assessment is based on information derived from documentary research and analysis of the individual character areas.

The National Planning Policy Framework (NPPF) highlights good design as one of twelve core principals of sustainable development. Sustainable development relies on sympathetic design, achieved through an understanding of context, the immediate and larger character of the area in which new development is sited.

This assessment follows best practice guidance, including Historic England's revised *Historic England Advice Note 1 for Conservation Area Appraisal, Designation and Management* (2019) and *The Setting of Heritage Assets (2017).*



1.3 Purpose of Appraisal

This document should be used as a baseline to inform future development and design with regard to the sensitivities of the historic environment and its unique character.

It is expected that applications for planning permission will also consult and follow the best practice guidance, some of which is outlined in the bibliography.

Applications that demonstrate a genuine understanding of the character of a Conservation Area are more likely to produce good design and good outcomes for agents and their clients. This Appraisal will strengthen the understanding of Dovercourt and its development, informing future change.

1.4 Planning Policy Context

The legislative framework for conservation and enhancement of Conservation Areas and Listed Buildings is set out in the Planning (Listed Buildings and Conservation Areas) Act 1990 (HMSO 1990). In particular section 69 of this act requires Local Planning Authorities to designate areas which they consider to be of architectural and historic interest as Conservation Areas, and section 72 requires that special attention should be paid to ensuring that the character and appearance of these areas is preserved or enhanced. Section 71 also requires the Local Planning Authority to formulate and publish proposal for the preservation and enhancement of these areas. National planning policy in relation to the conservation and enhancement of heritage assets is outlined in chapter 16 of the Government's National Planning Policy Framework (2021).

The Dovercourt Conservation Area is located within Tendring District. is located within Tendring District. Local planning policy is set out in the Tendring District Local Plan 2013 - 2033 and Beyond (2022). Policies which are relevant to heritage assets include:

Policy SPL 3 - Sustainable Design Policy PP 8 - Tourism Policy PPL 3 - The Rural Landscape Policy PPL 7 - Archaeology Policy PPL 8 - Conservation Areas Policy PPL 9 - Listed Buildings Policy PPL 10 - Renewable energy generation and energy efficiency

The Lower Dovercourt Conservation Area was designated in 1986, and extended in 1992 to the west and in 1995 to the east. The boundary has been reviwewed in 2021 as part of the production of this appraisal, with extensions made to Kingsway, and further changes made following public consultation in 2022 to include the south west section of Kingsway and Cliff Gardens, and to exclude modern development to the east of the Station.

1.5 Public Consultation

Tendring District Council held a six week public consultation on the draft Lower Dovercourt Conservation Area Appraisal and Management Plan running from Monday 4th July to Monday 15th August 2022. An exhibition event was also held in the Dovercourt and Harwich Hub, 276 High Street, on the 12th July from 3-7pm. Comments received during this period have been reviewed and encorporated into the final draft of this document, including boundary changes outlined in Section 1.4 above.





Figure 1 Map showing Lower Dovercourt Conservation Area Boundary

2. Lower Dovercourt Conservation Area



2.1 Context and General Character

Dovercourt is located in the north east of Tendring District and Essex County, on the peninsular which also contains Harwich. Dovercourt is a historic settlement which appears in the Domesday Book of 1086 and is rich in maritime history, linked historically and economically to its neighbouring settlement, Harwich. It is bounded to the north by a railway line and the south by the coast.

The Dovercourt Conservation Area covers the area known as 'Lower Dovercourt', to the south east of Dovercourt Station. This area was originally developed by John Bagshaw, an entrepreneur and MP for Harwich, who planned the seaside resort of 'New Dovercourt' surrounding his villa (demolished in 1911 and formerly set within Cliff Park). While only Orwell Terrace was built from Bagshaw's masterplan, the remainder of the settlement grew to the west and a defining feature of the Conservation Area is the consistent survival of this mid nineteenth and early twentieth century development.

To the east of the Conservation Area is Beacon Hill, a Scheduled Monument comprising predominantly twentieth century defence structures of considerable archaeological and landscape value. It is situated on a vantage point over the coastline and has been recognised as an important defensive site for centuries, with archaeological finds suggesting the site was occupied as early as the Bronze Age.

2.2 Origin and Evolution

The following section provides an overview of the history of Dovercourt and the surrounding settlement.

Prehistory

Evidence of human occupation is found in Dovercourt from early prehistory. Historic gravel extraction in Upper Dovercourt has yielded a large collection of Palaeolithic flint tools and faunal remains of elephant, rhinoceros and deer. The remains were recovered from sediments on the higher ground to the west along Main Road, a small outcrop of these gravels lie within the Conservation Area. The area's location on the coastline, with resources, including a freshwater spring would have provided an ideal place for occupation for early settlers. Neolithic pottery has been recovered from Dovercourt Bay just beyond the Conservation Area's extent.

Late Iron Age and Roman

Historic sources suggest there is some evidence for permanent settlement during the Roman period, possibly within the Conservation Area near Cliff Park where remains of a tessellated pavement and earthworks were recorded. Septaria stone was used by the Romans for construction and was extracted from the Dovercourt area to be used at strongholds, like the town walls at Colchester.



Medieval

In the early medieval period, the area appears to be largely open and undeveloped. The Conservation Area lay either side of the main road between the historic medieval port and town at Harwich and the small settlement, known as Dovercourt, to the west. Saxon burials close to All Saints churchyard suggest there may have been an earlier precursor to the Norman church at Upper Dovercourt. The earliest known evidence of substantial activity within the Conservation Area dates to the late medieval period when Beacon Hill was used for military activity as a defensive point. This is evident on a map from 1534 showing the proposed fortifications, the building of which commenced in 1539.

Post Medieval

The 1777 Chapman and André map shows a small settlement named Dover Court centred around All Saints Church and the junctions of Fronk's Road with Manor Lane and Hall Lane but depicts little evidence of any activity within the Lower Dovercourt Conservation Area. A windmill is shown standing at the place where Orwell Road and Marine Parade meet today, located outside of the Conservation Area.

There was a necessity in the early nineteenth century to fortify Harwich due to its strategic position at the Orwell and Stour estuaries. The Beacon Hill continued as a promontory fort into the Napoleonic period (1799-1815) with barrack blocks and a small gun battery known to have existed in 1811; a military barracks, arsenals and a hospital followed on the site by the mid nineteenth century. These were accompanied by a large practice ground. Some of the barracks were located within the Conservation Area. The fort was replaced by the existing battery in 1860. In 1863 the Harwich lighthouses

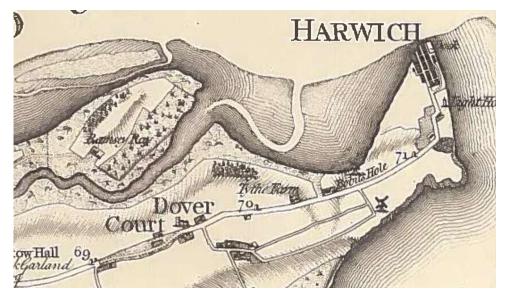


Figure 2 Chapman and Andre Map of 1777

were superseded by the Dovercourt Lights. Buildings and features associated with the expansion of the military complex during the nineteenth century have been identified during excavations adjacent to the Conservation Area at Barrack Lane.

The then called 'Lower Dovercourt' settlement, along with Harwich, grew in the nineteenth and twentieth centuries as sea bathing became popular. Two large



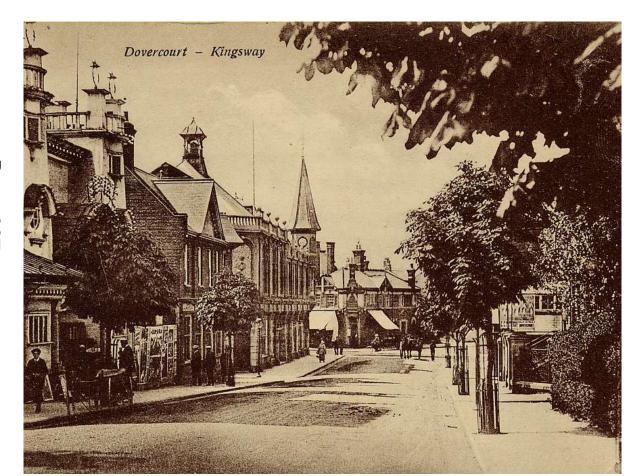


Figure 3 Postcard of view along Kingsway

country houses were established within the Conservation Area; Cliff House, the residence of John Bagshaw, was built in 1845 within the Cliff Park Gardens and Holly Lodge, and the house of politician John Attwood was located in grounds on the west side of Kingsway (Figure 3). Bagshaw, an entrepreneur and politician, acquired land in lower Dovercourt where he planned to build a new seaside resort along with the London architect W.H Lindsey. In 1854 John Bagshaw opened Cliff House as a spa and pump room and completed the development of Orwell Terrace. The extent of his masterplan can be seen in (Figure 4), however only a small portion of this was ever realised in Orwell Terrace.

Dovercourt became known as a spa resort. The opening of the Harwich branch of the Eastern Union Railway in 1854 also encouraged the expansion of the settlement.

The eastern development of Lower Dovercourt, which grew as a linear settlement along the main road to Harwich, is evident on the First Edition Ordnance Survey Map of 1876 compared to the earlier Tithe Map (Figure 5 and Figure 7). The area within the Conservation Area comprised largely of holiday residences, hotels and inns which facilitated the tourist industry. The two terraces of residential housing along Victoria Street and Orwell Road (Figure 6) are also evident and some of the surviving buildings are now listed. A small area of gravel extraction and an unknown earthwork are recorded within the north of the Conservation Area.



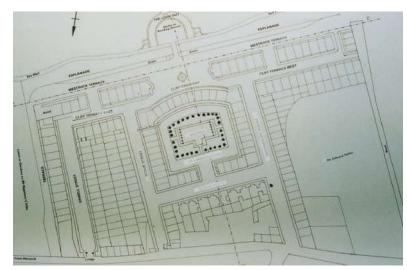


Figure 4 Masterplan for Dovercourt seaside resort



Figure 5 Tithe Map of Dovercourt, 1840



Figure 6 Orwell Terrace and Slopes, Dovercourt 1873 (ERO X172-19 Imp 120-1-3)

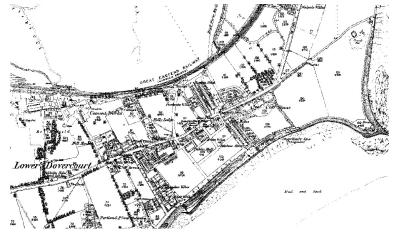


Figure 7 Ordnance Survey Map 1876. The Spa and spring are visible at Cliff House



Modern

Dovercourt continued to grow as a seaside resort into the twentieth century. Cliff Gardens were opened to the public in 1909 and other areas of public realm, including the promenade, were improved. Cliff Park opened in 1911 as part of the Borough's Coronation celebrations (Figure 8). The park was formed of John Bagshaw's private gardens following his bankruptcy.

The town was to play an important role as a naval base in both the First and Second World Wars. Beacon Hill Fort was remodelled during First World War; the defensive area was enlarged outside of the Conservation Area and Dovercourt was temporarily closed as a seaside resort.

Between the First and Second World War visitor numbers increased after the reopening of the resort, with most tourists travelling by rail. By the 1920s the centre of new Dovercourt was expanding along newly built streets, including Kingsway, located within the Conservation Area. Following the declaration of the Second World War in 1939, Dovercourt was closed to holiday makers and many large buildings, such as those in Cliff Road, were used to accommodate naval personnel. The Essex Regiment had the task of protecting Harwich and Dovercourt using Beacon Hill Fort; the site was re-adapted in the Second World War including the construction of a hexagonal radar tower and extensive barracks. Aerial photographs taken in 1946 and 1948 show that eight barrack accommodation huts stood around the southwest of Barrack Field with four large buildings grouped to the northwest. Four buildings survive along the boundary or within the Conservation Area including the Air Raid Wardens Post, a Barracks, the practice battery vavasseur gun emplacement and a probable former concrete defensive structure. The core area of the fort was scheduled and this scheduling was later extended along the coastal path; the vavasseur gun is also protected as a Scheduled Monument.



Figure 8 The Avenue in Cliff Park, 1911

Figure 9 Dovercourt Seaside Resort



Figure 10 Dovercourt Aerial Photograph 10th May 1946



Figure 11 Dovercourt High Street 1935

Lower Dovercourt Conservation Area

Despite damage during cliff subsidence in 1970, Lower Dovercourt Conservation Area remains largely in its original plan, legible as it was during Dovercourt's heyday as a seaside resort. However, with the decline in popularity of English seaside holidays in the later twentieth and early twenty first centuries, Dovercourt too saw a decline in its local economy. This impacted the condition of its historic buildings and areas of public realm, resulting in the loss of architectural details, traditional building materials, elements such as historic buildings and street trees, and even in some cases the loss of listed buildings. This, along with developments such as land reclamation and the building of the A120 as a new approach to Harwich, have drawn vehicular and pedestrian traffic away from Dovercourt.

2.3 Designation of the Conservation Area

The Dovercourt Conservation Area was first designated in 1986, and further extended in 1992 and 1995. Tendring District Council prepared Conservation Area Character Appraisals for each of its Conservation Areas in 2005 based on unadopted reports on each.

2.4 Revisions to the Boundary

As part of this review, the Conservation Area boundary has been revised to reflect changing methodologies of good practice and provide a clearer strategy which acknowledges the practicalities of Dovercourt's unique built environment, in line with the NPPF guidance on Conservation Areas (paragraph 191). Reductions have been made where modern, neutral additional buildings have been established, and the following additions have been made:

Additions

• 246-250 and 252 High Street

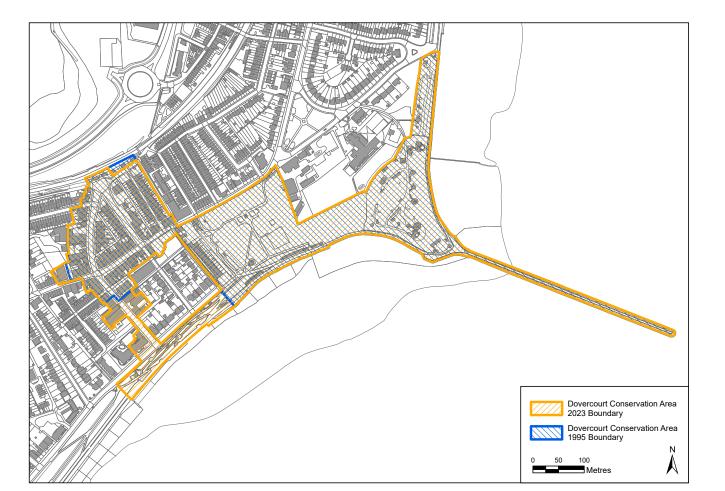
This twentieth century stone building is of architectural and historic value, built in the 1930s. The former chapel next door (1874) makes a positive contribution to the historic character of the area, with the later shopfront additions and original painted signage on gable end adding interest to the street scape

• The Library and 33-45 Kingsway

The Library building is of communal, architectural, and historic value, its former use as a bus station is legible in its architectural style and tall apertures. The adjacent buildings have preserved some historic shopfront details.







• 54 - 60 Kingsway

The Wetherspoons and mid-century shopfronts are of historic and architectural value and make a positive contribution to the streetscape, having retained many original architectural features, and therefore enhance understanding of the development of this street throughout the twentieth century.

• The Queen Victoria Statue

The Grade II Listed Statue of Queen Victoria was built in 1905. It is life size, and made of white marble.

• Former Alexandra Hotel

The sole remaining example of an Edwardian hotel building on the seafront, visited by King Edward VII when he unveiled the adjacent statue, resulting in the street name.

 Cliff Garden west extension A historic designed seaside garden of interest, laid out by John Bagshaw as far as Mill Lane.

Figure 12 Map showing boundary changes



2.5 Designated Heritage Assets

There are five designated heritage assets within the Conservation Area boundary, comprising four grade II listed buildings and features and one scheduled monument.

Scheduled Monument

• Beacon Hill Fort: A late nineteenth and twentieth century coastal artillery fortification (List Entry ID: 1018958).

Grade II listed buildings and features

- The Convent (1-13, Orwell Road) (List Entry ID: 1298462);
- Market Hall and Railings on South East and South West Sides (List Entry ID: 1187913);
- Garden House (List Entry ID: 1281237);
- 101 And 103, Main Road (List Entry ID: 1187917); and
- Statue of Queen Victoria, Kingsway (List Entry ID: 1187927).

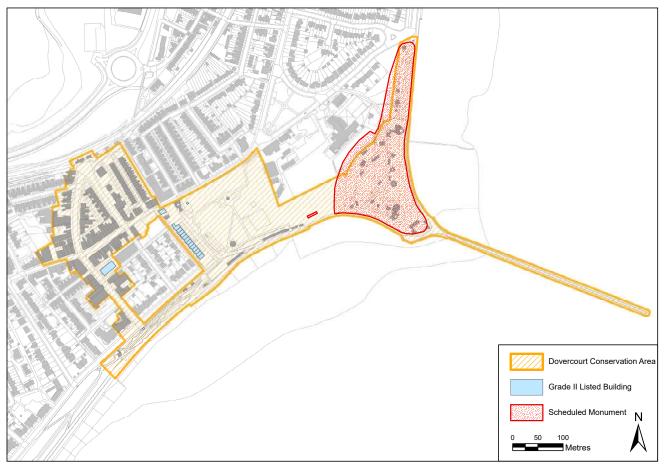


Figure 13 Map showing designated heritage assets



2.6 Non-Designated Heritage Assets

There is currently no list of buildings and features of local historical and/or architectural interest in Tendring District. Buildings within the Conservation Area which should be considered for inclusion are identified below and are buildings and features of townscape merit. These have been identified as they are either considered to be good examples of their type or architectural style, are prominent local landmarks, demonstrate use of local materials or design features, or are connected to local historical events, activities or people, and are all relatively complete in their survival. Further information on their contribution to the Conservation Area can be found in Section 3.6 and 3.7.

- 230 High Street (TSB Bank)
- 153 155 High Street
- 42 46 Kingsway
- Dovercourt Station
- Cliff Park

2.7 Heritage at Risk

The Lower Dovercourt Conservation Area has been included on Historic England's Heritage at Risk Register as being in 'very bad' condition and has been identified as 'deteriorating significantly'.¹ A study which assessed four coastal Vulnerable Conservation Areas (Essex County Council, 2015) identified key issues facing the Lower Dovercourt Conservation Area which contribute to it being at risk. These were as follows:

- 1. The Condition of Station Building and its environs;
- 2. The Site of the Former Victoria Hotel, Kingsway;
- 3. Site of the former Park Hotel, Orwell Road;
- 4. 1 Orwell Road;
- 5. Underlying concerns over finance and perception of the area;
- 6. Use of unsuitable materials and loss of architectural features;
- 7. Loss of Boundary Treatments;
- 8. Poor quality of new signage; and
- 9. Inclusion of the Scheduled Monument within the Conservation Area boundary.
- 1 https://historicengland.org.uk/advice/heritage-at-risk/search-register/list-entry/5582

2

These issues are addressed in greater detail within Sections 3, 4 and 5 of this Conservation Area Appraisal and Management Plan.

Within the Conservation Area, the Scheduled Monument Beacon Hill Fort is also included on Historic England's Heritage at Risk Register with 'extensive, significant problems' and in need of management.²

There are a number of vacant sites and properties throughout the Conservation Area which, although not included on the Historic England Register, are also considered to be at risk of deterioration and make a negative impact on the Conservation Area.

https://historicengland.org.uk/advice/heritage-at-risk/search-register/list-entry/26408

2.8 Archaeological Potential

Although archaeological fieldwork has been undertaken around Dovercourt, little has been undertaken within the Conservation Area itself. Mesolithic tools and Neolithic settlement activity have been identified on Dovercourt beach; this indicates a potential for Prehistoric archaeology within the area. The archaeology of the Conservation Area is likely to comprise of mainly post medieval features, structures and finds. Defensive structures dating to the Napoleonic period were identified during trial trenching on Barrack Lane (Phase 2 Evaluation; Trial Trenching (Archaeological Intervention. Ref: 880). There has been some historic quarrying within the urban area which may have caused localised disturbance to any archaeological deposits.

The trial trenching at Barrack Lane has indicated there is the potential for preserved archaeological remains within the Conservation Area. This may include waterlogged deposits which can be anticipated within clayey soils and probably survive in deeper features such as wells and cess-pits. Soil-conditions are variable, the London Clay allows for the preservation of faunal remains whilst the gravels are acidic and faunal survival is poor. Artefacts such as ceramics, building materials and metal survive on both soil-types, albeit in better condition on the within clay.





3. Assessment of Significance

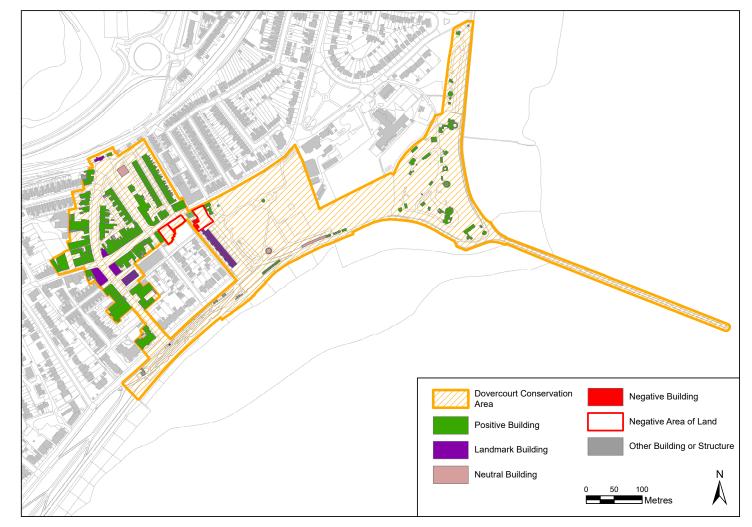


Figure 14 Map showing significance of buildings and features in the Conservation Area - note that many features are in need of urgent repairs to prevent them declining and impacting their significance. The map demonstrates the potential of buildings within the Conservation Area, rather than current condition

3.1 Summary

by its coastal location, which has given rise to its historic use as a defensive site and its origins as a nineteenth century seaside resort, master planned by John Bagshaw along with architect W.H Lindsey. The Conservation Area is formed of three very distinct parts, which each have their own character and make a positive contribution to the overall special interest of the Conservation Area. These are the recreational and residential seaside development of Orwell Road and Cliff Park, the commercial core and gateway comprising the High Street, Station and connecting roads, and the defensive Beacon Hill Fort to the south east.

The significance of Lower Dovercourt Conservation Area is predominantly influenced

Lower Dovercourt Conservation Area is notable as the majority of buildings within it are historic in origin, and there has been very little modern development within the Conservation Area boundary. This contributes to the significance of the area, as its historic character has been retained, with many original features surviving. This significance has, however, been impacted by gradual decline of the condition of the building stock, and incremental changes such as inappropriate fascia, window, door and boundary replacement. Figure 14 highlights the significant buildings, spaces and features within the Conservation Area.



3.2 Land Usage

The land within the Conservation Area is comprised of commercial, residential, recreational and heritage sites. Commercial buildings are predominanty clustered along the High Street and Kingsway, with shopfronts, cafes, public houses and restaurants at ground floor level and residential above. Residential buildings are found in greater density to the north of the High Street and east of Kingsway, and along Orwell Terrace. These are predominantly comprised of terraced housing with small front garden plots and narrow rear garden plots. The largest area of recreational space is located within Cliff Park, which is comprised of a variety of recreational uses such as a children's playground, walks, outdoors gym, and bandstand. The defensive fort at Beacon Hill is currently in use as a heritage and educational site, with the defensive buildings and complex open to group bookings and managed by a volunteer group.

3.3 Views

Key views are identified on Figure 15. The views included in this assessment are a selection of key views; this list is not exhaustive and there may be other views of significance. Any proposals for development within the Conservation Area, or its environs, should consider the views below and any others which may be relevant or highlighted as part of a bespoke assessment of that proposal.



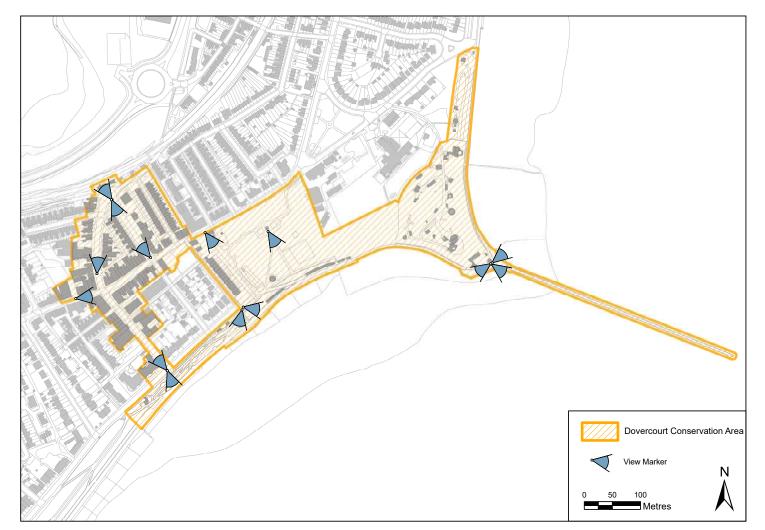


Figure 15 Map showing key views within the Conservation Area



Views from and towards the Station

These views towards the Station building are significant in demonstrating its prominent position in terminating views, and the street plan which is comprised of wide roads which lead towards the Station.

Views from and towards Beacon Hill Fort

These views are key in demonstrating why the fort was positioned here on the peninsular, with commanding views over the Harbour and sea.

Views Along the High Street, Kingsway and Orwell Road

These views encompass the built heritage of Dovercourt, demonstrating the high density of twentieth century development as well as designated and positive buildings.

Views from Cliff Park

These views allow for appreciation of the Conservation Area and its setting, and provide key points from which to view both the historic park and the setting. They allow us to appreciate the reasons for the original development of the seaside resort here.



Figure 16 View along the High Street (east)



Figure 17 View towards Dovercourt lights in the setting of the Conservation area

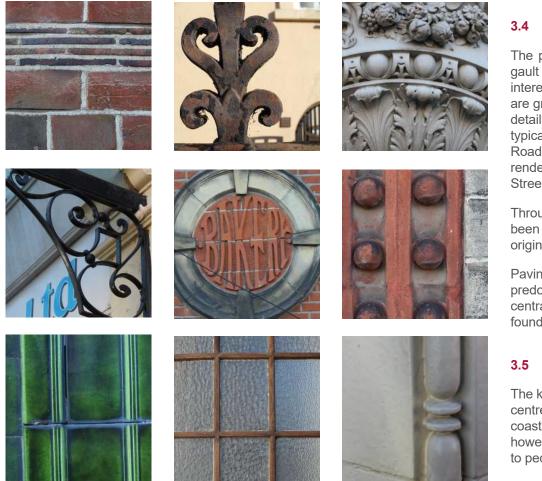


Figure 18 View towards Beacon Hill Fort from Cliff Park



Figure 19 View towards the Station





3.4 Local Building Materials and Details

The predominant building material within the Conservation Area is red brick, with gault brick, brown brick, plaster and stone detailing contributing to the architectural interest and character of the building stock. Corner plot developments in particular are grandiose, with details including turrets, decorated gables, keystones, and brick detailing. As well as red brick, buildings are often painted or rendered and painted, typically in bright whites, creams or pastels characteristic of seaside towns. Orwell Road, for example, is characteristically bright due to its cream, Roman cement rendered frontages on the eastern side, and a high number of houses on Victoria Street are painted in bright traditional seaside pastel colour palette.

Throughout the Conservation Area windows are typically sash, although some have been replaced with uPVC particularly along the High Street. A high proportion of original doors, railings and shopfronts have been retained across the area.

Paving materials vary across the Conservation Area and are often unsympathetic, predominantly due to incremental changes. Notably, however, Crown Lane has a central paved band of Scoria Bricks, a clouded light blue brick which can also be found throughout towns in the Tendring District.

3.5 Landscaping, Open Spaces and Public Realm

The key area of open space within the Conservation Area is Cliff Park, located in the centre of the Conservation Area with wide reaching views to the south towards the coast. There are small areas of public realm elsewhere within the Conservation Area, however these are typically in need of maintenance and are currently unwelcoming to pedestrians.

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Cliff Park

Cliff Park is a large formal garden, created in 1911 from the former grounds of Cliff House, the Villa of John Bagshaw. The park is verdant in character, with elements of its original designed landscape, including the formal gardens and avenue to the west evident and mature and specimen trees, scattered throughout. The low boundary wall to the north and the wide views to the south across the sea contribute to its open character and allow the park to provide a pleasant point to view the Conservation Area and its setting.

The park has been developed throughout the twentieth and twenty-first centuries, and now contains a large area of open grassed lawn, with a restored bandstand to the north, children's park, outdoor gym and public restrooms to the south, and playing field to the east. Interpretive boards highlight the park's association with Cliff House, and the footprint of the demolished house is outlined on the grass in yellow brick.

These areas of the park are connected by red concrete walkways, and the promenade to the south is also laid in red concrete pavers. To the south along the promenade the land falls away towards the sea, where a line of beach huts and changing pavilions overlook the beach and timber groynes. These make a positive contribution to the coastal character of the park.

To the west the prominent building, the Grade II Listed 1-13 Orwell Road overlooks the park, with large mature trees set on a grassy slope to create a walkway along western side of the park.

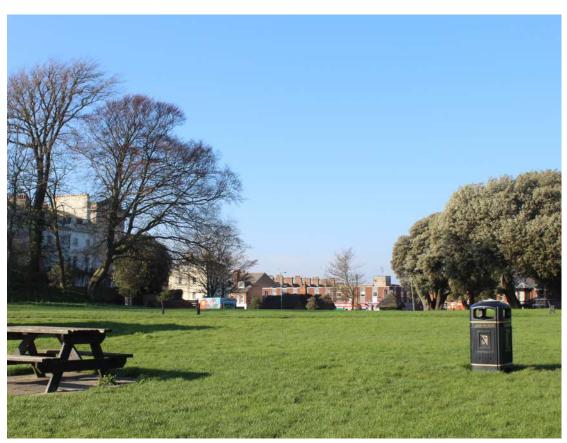


Figure 20 Cliff Park





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Figure 21 Station Forecourt



Figure 22 Kingsway Mural

Station Forecourt

To the south of the Station is a large forecourt, formed at the junction of three routes to the Station: Kingsway, Station View and Station Road. Currently its overriding character is derived from its function and expanse of tarmac, where the wide Kingsway road meets Station Road. There is little in the way of coherent public realm to distinguish the road from the Station gateway, and the corner plots which overlook the Station are also predominantly occupied by parked cars. There is a small gravelled area immediately east of the Station with some benches and young planting, and opposite the Station is a triangular area marked by large concrete planters and advertisement boards. These advertisement boards dominate the space and are unsympathetic in their scale, colour, and material, and form the first impression for many of the Conservation Area. Enhancement of this space is an opportunity to provide a stronger sense of place and identity as a key place and gateway to the Conservation Area. The signage installed by the Harwich Society here is a good example of sympathetic street furniture and enhances the character and functionality of this gateway.

Kingsway Mural

Along the western façade to Numbers 153-155 of the High Street is a large mural depicting features within Dovercourt, with a public bench beside it. This mural makes a positive contribution to our understanding of the Conservation Area and creates a sense of place.



High Street

Throughout the High Street, cast iron lampposts with decorative brackets and finials line the street and make a positive contribution to the historic character of the area. They are sympathetic in design and allow for hanging baskets, which also make a pleasant contribution to the densely built High Street providing a welcome element of greenery. The High Street also provides space for the Dovercourt Market, which is held every Friday; during the market a section of the High Street is pedestrianised, and the road is populated by a range of stalls. This temporary use as public realm makes a positive contribution to the character of the area, strengthening its sense of place and preserving traditions for the local community.

3.6 Contribution by Key Un-Listed Buildings

Although not recognised by listing designations, there are several key buildings of interest located throughout the Conservation Area:

230 High Street (TSB Bank)

Built in 1902, the bank is a landmark building at the junction of the High Street and Kingsway, due to its ornate architectural style and its prominent position. The building is two-storey with an additional attic floor in the steeply pitched roof. The ground level banking floor is given prominence with a greater floor to ceiling height than adjacent buildings and by extending out in front of the upper floors with a stone balustrade. The street-fronting gable ends facing, are distinctive features with curved stone detailing.



Figure 23 Dovercourt High Street



Barclays Bank

This red brick Queen Anne style building, constructed in 1902 with projecting bay at first floor, pediments, red brick quoins and lonic pilasters is of architectural value and makes a positive contribution to the streetscape. It marks the southern border of the Conservation Area boundary. Its eastern frontage and entrance are ornate, its arched porch with finials and panelled door reflecting the former use of this building as a bank.

The Cabin Bakery

This two-storey red brick building, located on the north-western corner of the junction with Kingsway, dates from circa 1900. The upper floor elevations have remained largely unaltered and retain the original red and gault brick detailing and windows. There is a notable chimney stack on its eastern elevation, with arched brick detailing. The shop front has been replaced and extended along the Kingsway façade.

153 – 155 High Street (now Superdrug)

This three-storey building is dominated by its large windows at first and second floor level with stone string course, cornicing and keystone details, ornate carved inserts, rustication, and projecting quoins all adding interest and texture to the façade. Its north eastern corner, which fronts onto the junction of the High Street and Kingsway, is a prominent octagonal bay topped with a spire and weathervane. Its ground floor is dominated by the overly large and unsympathetic signage of Superdrug to the north, and to the west a large mural depicting scenes of Dovercourt.

42 – 46 Kingsway (Former Co-Operative Society Stores now Tofts)

This building is dominant in the street scape and visible in views along Kingsway and the High Street, the rear of the building also grand in architecture highlighting its former use as a concert hall. It is notable for its large and unique windows, with circular glass planes and curved first floor bays supported by ornately carved semi-circular corbels. The building boasts a turret and spire topped with a weathervane.



Figure 24 Barclays Bank



Figure 25 153 – 155 High Street (now Superdrug)







Figure 26 Dovercourt Station



Figure 27 The Library

Dovercourt Station

Built in 1854, the main part of the Station building, in red brick with yellow brick decorative features, is two storeys high with a pitched slate roof. It has unfortunately lost its original pedimented archway at roof level which has been replaced with the central pediment, but otherwise the building remains unchanged. The original single storey attached buildings remain. Early pictures also show a pedestrian bridge at the Station, presumably demolished when electrification of the railway took place. Access to the platform is through a gate on the west side of the building. Windows on the first floor of the building are boarded and the Station building appears to be unused.

The Library

The library building is of architectural and communal value, due to its historic function as a bus shed which is still legible in the architectural style of the building and its generous forecourt, and its current function as a library to serve Dovercourt and Harwich.

Former Alexandra Hotel

Officially opened on May 25th 1903, this is an important remaining example of an Edwardian hotel building on the seafront. It was visited by King Edward VII in 1905, resulting in the street name Kingsway.



3.7 Character Analysis

There are three distinct areas within the Lower Dovercourt Conservation Area which form separate character areas, as shown on Figure 28. These are:

Character Area 1 - Built Core

Character Area 2 - Cliff Park

Character Area 3 - Beacon Hill Fort

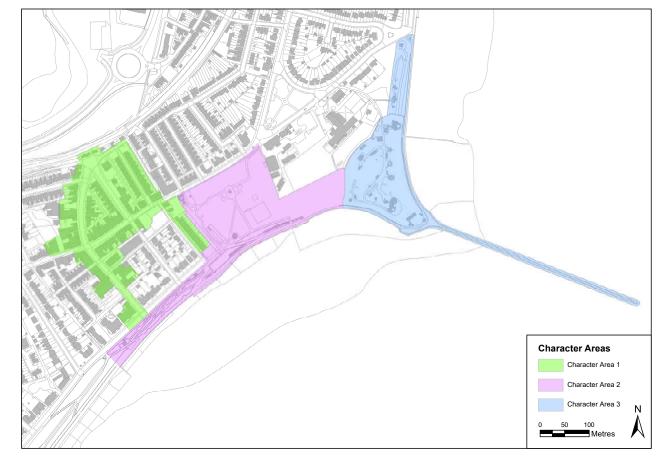


Figure 28 Map showing Character Areas



Area 1 – Built core

The built core of the Lower Dovercourt Conservation Area is located to the west of the area, comprising the principal roads of High Street and Kingsway along with the streets which intersect these to the north and south. It is enclosed in character, with buildings predominantly between two and three storeys in height lining the pavements, and the streetscapes are dominated by these buildings which contribute to the historic built character of the area.

High Street

To the west of the High Street, the Conservation Area boundary is marked by a narrow, decorated building which was formerly a chapel and repurposed in the twentieth century as a shop. Its recognisable former uses make a positive contribution, with the intricate red and yellow brickwork with central lancet windows and the twentieth century blue tiled shopfront with original painted signage contributing to its historic and aesthetic value. Further east, the large stone fronted building is currently dominated by the overly large signage of Iceland, however, makes a positive contribution to the historic character of the area and notable for its mass and material. It is separated from the buildings to the east by Holly Close, a track which is varied in its paving material and provides rear access to buildings on the High Street and Kingsway. This area is generally in need of maintenance and unkempt in



Figure 29 Former Chapel on High Street

character, however, is not a prominent route within the Conservation Area.

To the east of Holly Close a stretch of two and three storey red brick buildings line the High Street to the north and south. These buildings are of architectural interest, particularly as a group, with the red brick punctuated by lighter stone detailing such as banding, keystones, quoins and pediments, with bay windows to the first floor on the south side of the road. Some features of the historic shopfronts have been preserved, such as the consoles, pilasters and cornicing, however the fascia and windows have often been unsympathetically altered.

At the junction of Kingsway and the High Street, a group of four prominent buildings overlook the crossing. They are each distinct in architectural style: the bakery (at



Figure 30 Shopfronts on the High Street

the north west of the junction) is of a modest scale with red and gault brick detailing and decorated chimney stacks; the bank (at the north east of the junction) is in red brick with Dutch gable ends, stone trimming, and ground floor pilasters; the south east building is three storey and a dark red brick with heavy black metal guttering and an octagonal tower with spire, creating a striking and prominent building in the streetscape; to the south west, a two storey red brick building with corner turret and spire is notable for its variety of window styles, including the unusual circular window pane inserts. This group makes a positive contribution to the historic built character of the area and marks the crossing of the two main routes within the area.

Further east on the High Street, the street scape is dominated by red brick buildings, with some bright white

Lower Dovercourt Conservation Area

and cream painted facades, which are predominantly three storeys in height with a strong rhythm in apertures to the north side and a characteristically varied frontages to the south. Many windows have been replaced with UPVC, and the ground floors are dominated by incoherent and unsympathetic fascia signs, however many buildings have retained their historic character. Some shopfront details have been retained and make a positive contribution, such as the green tiled pilasters and consoles between Numbers 212 - 218.

To the east of Station Road, the north of the High Street is built up in character, with typical red brick and cream painted render buildings of three storeys. These buildings have typically retained their historic architectural details; however, many are in need of

Figure 31 Green tiled console at the top of a pilaster

repairs and regular maintenance to enhance their aesthetic and ensure they make a positive contribution to the area. These currently overlook an empty plot to the south where recent demolition has taken place, which leaves an uncharacteristic break in the streetscape.

Kingsway

The south of Kingsway is at a high point, which permits long views to the north along the road and contributes to its built-up character. The buildings here are a range of materials, massing, and height, which contributes to an interesting streetscape. To the south east are two twentieth century buildings with some architectural details of interest including the original tiling of Numbers 37 - 39 and the chimney stacks of Numbers 41 - 45Kingsway. Further north, the former Co-operative Society (now a Wetherspoon public house and hotel), is a grand building with large front windows to the main façade and two storey columns with fine detailing. Opposite this, the Harwich Library is a building of note, with a large triangular gabled front and arched window set back slightly from the street by a paved courtyard, its former use as a bus station discernible in its architectural style. A mature street tree in front of the library building contributes to the character of this area, an example of the trees which once lined Kingsway and formed an avenue along this key street.

Adjacent to the Library is Number 31, a building of unusual massing including one storey, two storey and three storey sections which step back from the street and lead the eye to the unusual stepped gable with decorative fanlight windows and stone detailing.

> Between Milton Road and Bagshaw Road are the large Grade II Listed Market Hall and Railings on South East and South West Sides. This building, a former church in Italianate style. is dominant due to its size and central tower with decorative cornicina and circular windows. topped with a weathervane. building, The which is in a poor

Figure 32 Market Hall







state of repair, now functions as an indoor market. Opposite the market hall a row of well-preserved pre and post-war shops are notable for their original shopfront detail including entrance tiling, pilasters, iron brackets and covers. Further north, the buildings are red brick with rendered ground floors and fine detailing. The Dovercourt Mural makes a positive contribution to the area and illustrates attractions within the town.

To the north of High Street, the road curves slightly to the east towards the station, affording views which are framed by the historic buildings. On street parking also lines the roads and creates some visual clutter. exacerbated by the curve of the road. Buildings here are typical of the materials used in the character area, ranging from red brick with some that have been rendered painted white or cream, and details such as stone quoins, brick banding, and keystones frequenting. On the east side, Numbers 5-17 form a pleasant group of red brick Victorian terracing, with recessed arch porches, two storey bays and small front garden plots creating consistency to the character on this side of the road. On the western side of the road, there is a greater variety of architectural styles, massing and alignment. Numbers 36-38 have been heavily altered, the historic shopfront replaced with UPVC fascia, windows and doors. Number 32-34 is a rendered 1930's Art Deco style facade providing



Figure 33 Numbers 5-17 Kingsway

interest to the street, although currently vacant and in need of maintenance to restore its historic character. Further north, buildings are typically red brick with stone detailing or rendered. The northern end of Kingsway opens out with buildings set back from the wide road and pavements; there are views towards the backs of properties, and a variety of boundary treatments and paving creates an incoherent character here, which is inconsistent with the built streetscape of Kingsway. Parking here is informal, with cars utilising the onstreet parking as well as the large areas of paving; this detracts from the open character of the street which was originally planned as a grand, tree-lined avenue



Figure 34 Statue of Queen Victoria

and approach to the Station. The area extends to the south to take in the former Alexandra Hotel (the sole remaining example of an Edwardian hotel building on the seafront) and the Statue of Queen Victoria, which terminates the view along Kingsway and acts as a landmark in the area.

Station Forecourt

The junction of Kingsway and Station Road forms the forecourt of the Station. The overriding character here is derived from the expanse of tarmac roads, wide pavements, and front gardens plots which have been paved for private parking. This area is predominantly occupied by parked cars. There is a small gravelled area immediately east of the Station with some benches and young planting, and opposite the Station is a triangular area marked by large concrete planters and unsympathetic advertisement boards. The Station forecourt provides an opportunity to promote a stronger sense of place and identity as a gateway to the Conservation Area.

Station Road

Opposite the Station, a long vista to the south stretches from Station Road to Bay Road. This open view enhances appreciation of the coastal location of the Conservation Area and understanding of its

development. The buildings on Station Road are predominantly residential Victorian terracing to the west and larger commercial buildings to the east. These are all characteristically red brick or rendered with gault brick detailing. To the west, some buildings have retained their timber windows, and all have retained their small front garden plots with boundary treatment separating the houses from the pavement. To the east, the large commercial buildings are set pack from the pavement however they have lost their boundary treatment to allow for parking; this detracts from the historic character of the buildings and street scape. To the south east of the road, some historic shopfront details have been retained, which make a positive contribution to the area.



Station View forms the northern boundary of the Conservation Area and is disparate in character. It connects a series of lanes and streets with the High Street and is dominated by these junctions and the empty plot of the demolished Grade II Listed Victoria Hotel. This vacant plot is overgrown and enclosed by a high fence, which makes a negative contribution to the street scape due to its neglect. Three twenty-

first century dwellings to the north of the road make а neutral contribution. sympathetic in their building material and style, and overlook the junction of each street.

Crown Lane

Crown Lane is a narrow alley connecting the High Street to Station Road; it is paved with a central band of scoria bricks, typical of Tendring District's vernacular. The character of this lane is drawn from views to the rear of the tall

Figure 36 Scoria bircks on Crown Lane



Figure 35 Empty plot on the site of the demolished Victoria Hotel





buildings which line adjacent streets, and the rear gardens bounded by high close board fencing. It is enclosed in character but impacted by the unsympathetic and inconsistent boundary treatment and condition of property boundaries.

Victoria Street

Victoria Street comprises Victorian terraced dwellings, colourful in character, with the majority of red brick buildings painted in a bright seaside palette. Many buildings have retained original features such as timber windows, doorways with circular panel details, iron railings and consistent chimney stacks which create a characterful roofscape. Some buildings are in need of maintenance to preserve their historic character and architectural details, and the western side of the street in particular is adversely impacted by satellite dishes.

Orwell Road

Orwell Road includes a number of prominent buildings. The Grade II Listed 101 and 103 Main Road and Grade II Listed The Convent (known as Orwell Terrace). These rendered buildings, painted in bright cream, are grand in their architectural style and reflect the aspirations of Bagshaw and his seaside resort. Numbers 1 – 13 are particularly prominent, its northern end is five storeys in height, the remainder of the building is punctuated by porches supported by pilasters and decorated with cornicing, with quoins, pedimented windows, and parapet adding architectural interest. The iron railings to the ground floor and first floor windows also enhance the historic character. The northern end of the building has been lost, which detracts from the symmetry of the building. The empty plot here, and the empty plot to the north of the building where the former Grade II Listed Park Hotel once stood (since demolished), detracts from the grand character of this street and are overgrown and unkept. Views towards the sea, to the north, from this street enhance appreciation of the character area.











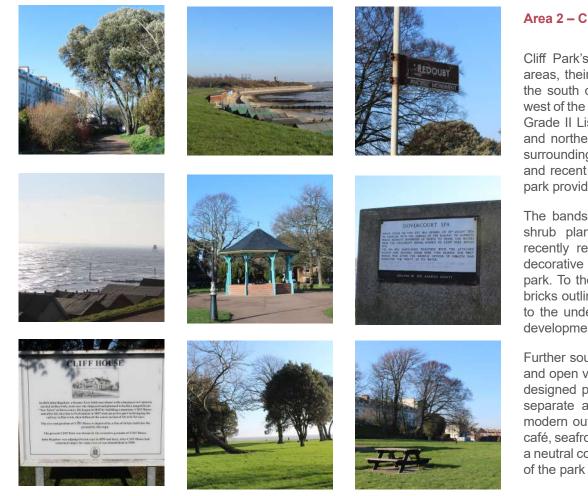












Area 2 – Cliff Park

Cliff Park's character is drawn from the garden and park areas, their associated features, and its panoramic views to the south of Dovercourt Bay and the North Sea. The north west of the park comprises formal gardens which surround the Grade II Listed Garden House. Mature planting to the south and northern boundaries of the park provide a screen from surrounding buildings and contribute to its verdant character, and recent bulb planting along the northern boundary of the park provides a colourful garden character.

The bandstand is a focal point in the park, surrounded by shrub planting and benches. The bandstand has been recently refurbished and has retained historic details and decorative brackets which make a positive contribution to the park. To the north of the bandstand, interpretive boards and bricks outlining the original floorplan of Cliff House contribute to the understanding of the historic origins and subsequent development of the park.

Further south, the park is open in character, with large lawns and open views to the south contributing to its character. The designed park extends west to Mill Lane. It is comprised of separate areas, linked by red paved walks, including the modern outdoor gym, children's play area, public toilets and café, seafront and playing field. These modern elements make a neutral contribution to the historic character and appearance of the park and are of communal value.

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Area 3 – Beacon Hill Fort

Beacon Hill Fort is a Scheduled Monument located on the eastern side within the Conservation Area. It is situated on the protruding land which overlooks Dovercourt Bay and the North Sea. The area is defined by historic military use, comprising a range of buildings which survive from 1860 onwards which are associated with the defensive site. It is also green in character with two distinct areas of flora and fauna; to the east is a stretch of low shrubland which stretches to the foreshore and to the west the trees are mature and denser.

The surviving buildings are dispersed throughout the area, with a central route connecting the entrance to the site in the north with the World War One 6in gun emplacements to the south. High ground to the east allows for the key buildings to have the best vantage point, with underground structures located between them and to the west. The buildings are constructed in concrete and brick, functional in design and large in their scale and mass. The topography and planting within the area screens some buildings from view, adding to the interest of the site as features reveal themselves as visitors move through the area. The site is accessed from the north via a driveway and gate and is traversed by the main road through the centre of the

site and a network of wood chip nature trails, which connect the features and provide signage.

There are a variety of boundary treatments across the area (the site is under three separate ownerships) each with differing treatments ranging from high modern metal fencing and wooden fencing throughout. This has impacted the condition of the buildings and features within the site, as some areas have been subject to substantial vandalism due to penetrable fencing and subsequent trespassing.

The site has recently been cleared of considerable vegetation and revealed that buildings and features throughout the site are in various states of repair. The majority have been affected by vandalism and overgrown vegetation, with many in need of works to conserve them. Of the surviving buildings many have been altered, some quite radically during later modifications to the fort and particularly during World War Two, and the legible development of these buildings enhances our understanding of the history of the area. No evidence survives of the fortifications dated prior to 1889 at Beacon Hill as most of them, such as the original seventeenth century blockhouse, have been lost to coastal erosion.













3.8 Beyond the Conservation Area Boundary

Setting is described in the glossary of the National Planning Policy Framework as being "the surroundings in which a heritage asset is experienced... Elements of a setting may make a positive or negative contribution to the significance of an asset, may affect the ability to appreciate that significance or may be neutral". In paragraph 013 of the Planning Practice Guidance, it is stated that all heritage assets have a setting. The extent and importance of setting is often expressed by reference to visual considerations. Although views of or from an asset will play an important part, the way in which we experience an asset in its setting is also influenced by other environmental factors such as sensory experiences and our understanding of the historic relationship between places. For example, sites that are in close proximity but are not visible from each other may have a historic or aesthetic connection that amplifies the experience of the significance of each.

This section discusses attributes of setting to the Lower Dovercourt Conservation Area, and how setting contributes to the significance of the Conservation Area as a heritage asset.

The sea shares a strong visual and historic and functional relationship with the Conservation Area and is the reason why the historic settlement developed here. Its coastal location provided an ideal vantage point for the defences at Beacon Hill Fort and inspired Bagshaw to create his seaside resort on the cliffs. The North Sea is visible from key points within the Conservation Area, including Cliff Park, Beacon Hill Fort, and Orwell Road; this experience enhances the appreciation, experience and understanding of the Conservation Area. Not only is the sea visible from the Conservation Area, it also contributes to our sensory experience of the area, through sounds, smells and climate.

To the north, wide views over the River Stour can be seen from high points within the Conservation Area, notably from Bay Road and from the Station platform itself, which also make a positive contribution to the setting of the character of the area and highlight its unique topography and location.

Beyond the Queen Victoria Statue are views towards the coastline to the south, which can be appreciated from the edge of the Conservation Area. Those who walk the parade can experience the character and qualities of the Conservation Area which contribute to its special interest, such as through glimpsed views of the Conservation Area, and appreciate its close relationship with the sea.

The setting of the built core of the Conservation Area has some adverse impact on its significance. Russell Rise, the Telephone Exchange, and the Multi-Storey car park for example, are unsympathetic in their scale, mass and building materials, appearing intrusive and detracting from views of the traditional building stock within the area. The Telephone Exchange is of an inappropriate height and character, and is prominent in views along Kingsway, adversely impacting the setting of the Conservation Area through its dominant and unsympathetic appearance.



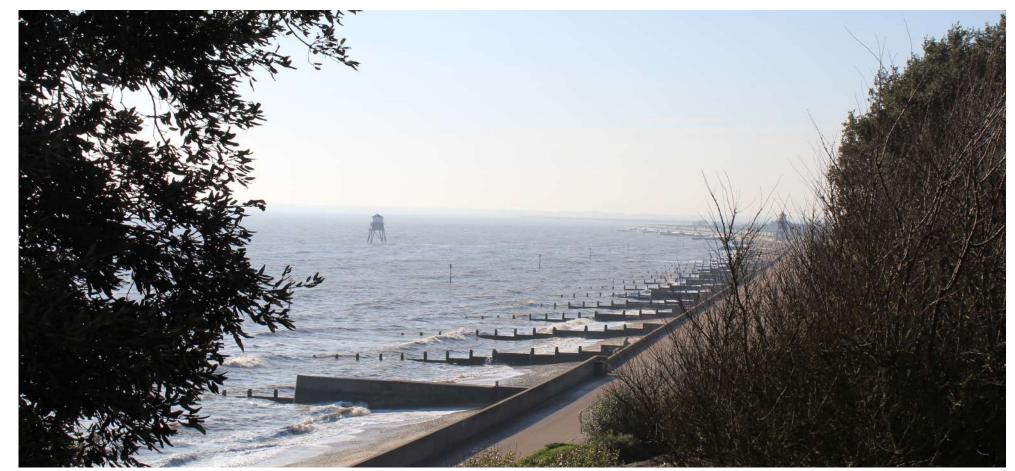


Figure 37 Seaside setting of the Conservation Area to the south west, with views towards the lighthouse



4. Opportunities for Enhancement

The following key issues have been identified and are summarised below in brief. The list is in no way exhaustive and neither are the issues identified unique to Dovercourt, with many being shared with other Conservation Areas.

4.1 Access and Integration

There is scope for enhancements to generate a more coherent flow between the elements of the Conservation Area including the Station, commercial High Street, Cliff Park and seafront. The Station acts as a gateway to the Conservation Area and forms the first impression of the area for many; currently, the Station and Station forecourt are lacking in place-making, and there is little wayfinding or design elements which create a sense of identity within the forecourt. By reinstating features which work to identify key routes, such as street trees, street furniture, sympathetic signage, and paving, and by encouraging pedestrian access through consolidation of parking, pedestrians can be encouraged to navigate the Conservation Area with greater ease and understanding of its significance.

4.2 Beacon Hill Fort

Beacon Hill Fort comprises a significant portion of the Conservation Area and is a designated heritage asset of high significance. It is currently included on Historic England's Heritage at Risk Register with 'extensive, significant problems' and in need of management.

A Draft Action Management Plan of Beacon Hill Fort by Tendring District Council in 1989 highlighted the opportunity to restore and develop the area into a museum/ heritage site. The site is complex, with elements of the site owned by Essex County



Figure 38 An example of good, sympathetic signage within the Conservation Area, which could be introduced throughout the area



Figure 39 An example of vandalism at Beacon Hill Fort

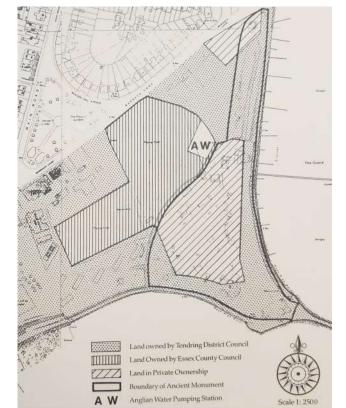


Figure 40 Map demonstrating ownership of Beacon Hill Fort (Source Tendring District Council)



Council, Tendring District Council, and privately, the boundaries of which can be seen on Figure 40. This means that collaboration between all owners and stakeholders is required to ensure it is appropriately and effectively conserved. Its designation as a Scheduled Monument also requires the early engagement of Historic England.

It is considered that there is opportunity for collaboration between owners of the site to ensure the site is secure and to produce a formal management plan. There is also opportunity to continue to engage the local community and utilise the group of dedicated volunteers who have undertaken the clearance of vegetation to the site and to continue to develop it into a heritage attraction.

Duercut

4.3 Car Parking

Within the built core of the Conservation Area there is an excessive amount of on-street parking and tarmacked plots which are used for commercial and private parking. The most notable area of parking is outside of the Station. This area is dominated by parked cars due to the informal parking outside the station, the onstreet parking which lines Kingsway and Station View, and the commercial parking at the car dealership opposite the station. The high number of vehicles which use this road and the density of parked cars detracts from the historic character of the buildings here and is not reflective of the original design of the space. Historic images show this area to be a wide tree-lined avenue which leads to the grand station building; small bollards, streetlights and a stone drinking fountain demarcate the station forecourt and create an aesthetic space and gateway to Dovercourt. The prioritisation of cars within this space now detracts from the visitor's experience and appreciation of the special interest of the area.



Figure 41 Examples of parking areas close to the Station and Station Forecourt



Within the Conservation Area there are very few modern developments, and the majority of buildings are of historic origin. A small, one storey concrete, development on a vacant plot on Orwell Road is inappropriate in its building material and architectural style and does not appear to have received planning permission for its construction. Other than this structure, modern inappropriate development is found within the setting of the Conservation Area, such as the Telephone Exchange, Russell Rise, and two-storey car park on Bagshaw Road.

4.5 Neutral Contributors and Maintenance

A number of buildings make a neutral contribution to the character and appearance of the Conservation Area, due to their current condition. The dilution of positive buildings amongst those which are neutral impacts overall character, particularly in Dovercourt where almost the entirety of its building stock is of historic origin. However, due to maintenance and condition of these buildings there are many which would have a positive impact but are instead considered to be neutral. There is scope to enhance these buildings to restore them and conserve historic features, this would result in their enhancement as heritage assets and their contribution to the Conservation Area.





Figure 42 Examples of maintenance issues across the Conservation Area



4.6 Public Realm

Street Furniture

Many areas of the Conservation Area, particularly those which have received grant funding in the past, have high quality street furniture. Along the High Street, for example, the lampposts are sympathetic to the historic character of the area and are black painted metal with decorative brackets and finial with hanging baskets. Introducing these throughout the Conservation Area would have a positive impact and enhance the street scape.

There is currently some signage throughout the area, including a map outside the Station, a Harwich Society funded post, and a sign to the Harwich Redoubt in Cliff Park which are good examples of signage which is sympathetic to the historic character of the area. There are a high number of benches throughout the Conservation Area, which enhance how we can experience the area and in particular they provide spaces within the park to appreciate the historic landscape. These benches should be regularly inspected and maintained, as there are some which are in need of repairs.

Hard Landscaping

Surface treatment is a concern within the Conservation Area. There is scope to consolidate and dramatically enhance road treatments throughout the Conservation Area and particularly within the core. Historic images of the High Street show that scoria bricks once paved the gutter (Figure 43) and pedestrian crossing points. These bricks can still be found on Crown Lane but have been lost throughout the rest of the Conservation Area. To reintroduce them in the Conservation Area would be an enhancement.



Should this Conservation Area be a receipt of funding, it is considered that the creation of a shared surface on the High Street between Station Road and Kingsway, or demarcation of this space with scoria brick bands, may enhance the character of this commercial core and reflect its use as a weekly market.

Trees and Planting

Historic images of the Conservation Area illustrate the contribution that trees once made to its character and appearance. The characteristically wide streets were once tree lined avenues, creating impressive streetscapes and breaking up the densely built up character with welcome greenery (Figure 44).

The reintroduction of these trees, and the maintenance of those which do survive, would be beneficial to the character of the area. It would reinstate the former design of the avenues and integration of trees into the planned resort.

Inspection and maintenance of the mature and specimen trees in Cliff Park is also considered to be beneficial to ensure that they continue to make a positive contribution to the character of the area. This could be achieved through a maintenance plan for the trees within the area.

4.7 Shop Frontages

There are a number of overly large and unsympathetic fascia signs which are prevalent along the High Street and Kingsway. These signs detract from the historic character of shopfronts in the area, many of which retain other historic features such as pilasters, tiles, entrance porches and cornicing. There are also examples of alterations to signage and shopfronts which have been made without consent, resulting in harmful additions to the Conservation Area.



Figure 43 Scoria bricks visible lining the gutters along the High Street (1920)



Figure 44 Trees along Station Road, 1910

There is opportunity to enhance these features through the replacement of unsympathetic signs and the reinstatement and conservation of historic architectural features which would cumulatively benefit the Conservation Area. The replacement of the Superdrug sign on the High Street in particular would be a key improvement to undertake, as this currently makes a negative impact to the junction of Kingsway and the High Street. The Iceland building on the High Street is also a notably large and unsympathetic treatment to a historic building.

4.8 Vacant Premises

The high number of vacant premises and plots have been identified as a key concern for the Conservation Area. They make a negative contribution to the character of the Conservation Area and pose a threat to its continued decline.

Lack of maintenance and subsequent piecemeal demolition has resulted in a number of large vacant plots across the Conservation Area. Notably, these are located where the following buildings stood prior to their demolition: The Grade II Listed Victoria Hotel, the Grade II Park Hotel, the southern wing of the Grade II Orwell Road terrace, and the row of buildings on the High Street which included the Queens Hotel. These buildings were all historic in character and made a key contribution to our appreciation of Dovercourt as a planned seaside resort; however, due to lack of maintenance and regeneration they have been lost. The empty plots which they have left have fallen into further neglect, particularly on the site of Victoria Hotel where the vegetation is now causing damage to the adjacent building on Victoria Road and threatening its condition. These sites provide opportunity for enhancement to either maintain the spaces and prevent their further decline by finding an interim use for them prior to their development, or through redevelopment to reinstate their former built character. Any development should be bespoke high quality development which enhances or better reveals the significance of the Conservation Area, in line with the NPPF paragraph 200.

There are also a number of vacant buildings and upper floors throughout the Conservation Area. At the time of assessment (Feb 2020), these included:

- 252 High Street;
- 180-182 High Street;
- 32-34 Kingsway;
- 37-39 Kingsway;
- Station building; and
- 20 Victoria Street.

It is considered that vacant buildings are at risk of deterioration and there is opportunity to bring these sites back into use and occupation, this would ensure their sustainable conservation.

If there are examples of vacant upper floors within the area, and many external elevations of upper floors are in poor condition. This impacts on the overall appearance of the historic building stock and the ability to appreciate them as heritage assets, particularly as many of the ground floors of these buildings have undergone modern interventions to their historic fascia leaving the upper floors as the predominant reminder of a building's age and historic quality.

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5. Management Proposals

There are a wide range of issues facing the Lower Dovercourt Conservation Area, many of which share common themes. This chapter seeks to recommend management proposals which address some of these issues in both the short and long term.

5.1 Positive Management: Short Term

The first set of proposals relate to positive management and focus on good practice and improved ways of working with the local planning authority. These are generally low cost and can be implemented within a short timeframe, typically within one or two years.

- Provide guidance on appropriate design and materials for windows and doors and encouraging the retention or reinstatement of historic glazing patterns and door designs and the use of appropriate materials.
- Provide guidance on the traditional form of boundary treatments and encourage their reinstatement where they have been removed or compromised. This is especially important in relation to the east side of Station Road.
- Provide guidance on traditional roofing materials and encouraging the reinstatement

of good quality slate and the removal of unsympathetic modern materials such as interlocking concrete tiles.

Provide and update guidance relating to signage. This should address appropriate size and design, the extent and amount and associated lighting. All further planning applications and advert consent applications should be required to comply, where possible, with this standard, designed to help to restore the character and appearance of the Conservation Area.

Condition Assessment

The entire Conservation Area would benefit from the completion of a condition assessment of the positive buildings within it, as many are in need of repairs. The condition assessment would allow for the creation of a prioritised plan for repairs, to prevent the further decline of buildings that are most at risk.

Enforcement

Where the necessary permission has not been sought for alterations, such as advertising signage and building alterations which are not contained within the General Permitted Development Order, the Local Planning Authority's powers of enforcement should be considered. This could assist in reinstating any lost character or architectural features whose loss may have a negative cumulative effect on the Conservation Area, as well as avoiding a precedence being set for similar, uncharacteristic works.

General Maintenance: Public Realm and Highways

The maintenance and consolidation of street furniture would be beneficial to the Conservation Area; in particular, the introduction of sympathetic lampposts as found on the High Street and the regular maintenance of benches would enhance how the area is experienced.

Planning and Highways should work together to agree standard good practice within the Conservation Area such as avoiding excessive road markings and where necessary using narrow road markings as well as looking for opportunities to reinstate local features such as scoria bricks.

Heritage Statements

In accordance with the NPPF (Para.194), applicants must describe the significance of any heritage assets affected, including any contribution made by their setting. The level of detail should be proportionate to the assets' importance and no more than is sufficient to understand the potential impact of the proposal on their significance.

All applications within the Conservation Area and immediate setting require an appropriately detailed Heritage Statement. Any application without a Heritage Statement should not be validated.

The key views analysed within this document are in no way exhaustive. The impact of any addition, alteration or removal of buildings, structures, tree's or highways on key views should be considered to aid decision making. This includes development outside the conservation area. Where appropriate, views must be considered within Design and Access or Heritage Statements. This should be in accordance with Historic England's Good Practice Advice in Planning Note 3: *The Setting of Heritage Assets* (2019). Applications which fail to have assessed any impact upon views and setting should not be validated.

Improved Understanding and Awareness

There is currently interpretation within the Conservation Area aimed at improving understanding and awareness. This is predominantly through information boards and some heritage interpretation within Cliff Park.

Existing interpretation should be assessed and

maintained, and opportunity for further interpretation explored. Increasingly, digital awareness can contribute to our understanding of a place; the webpage for the Scheduled Monument Beacon Hill Fort, run privately and by volunteers, is an example of a method of improving awareness online. Other methods of improving understanding through signage, leaflets, talks or events could also be an effective way to improve the awareness and re-establish the identity of Dovercourt as a historic settlement.

Local Heritage List

Dovercourt would benefit from adopting and maintaining a comprehensive Local List in order to preserve its historic environment from further deterioration. A Local List identifies buildings and structures of local architectural and/or historic interest, and these are considered to be 'non-designated heritage assets' under the provisions of the NPPF.

In recent years, the demolition of the Queens Head Hotel, the alteration of historic shopfronts on the High Street and Kingsway, and the poor maintenance of buildings, indicates that a Local List may be beneficial to ensure the upkeep of buildings which are significant to Dovercourt's history and character. The exercise would also facilitate a greater understanding of the area and could be utilised as a public engagement strategy to improve awareness and understanding.

There are a number of buildings within the Conservation Area which are of sufficient quality to be considered for local list status, as highlighted in Section 2.6.

Neutral Elements

The dilution of positive buildings amongst those which are neutral leads to an underwhelming and indistinctive overall character.

Tendring District Council should not allow for the quality of design to be 'averaged down' by the neutral and negative elements of the built environment. Given the Conservation Area is at risk in part due to maintenance of buildings, Officers must where possible seek schemes which enhance the built environment and look to conserve and reinstate historic features. It is also considered that poor-quality or unsympathetic schemes should not be allowed, both within the Conservation Area and its setting.

New Development

There are numerous opportunities within Dovercourt, and its setting, for development which makes a positive contribution to the Conservation Area. To be successful, any future development needs to be mindful of the





local character of the Conservation Area, while at the same time addressing contemporary issues such as sustainability.

Successful new development may:

- Relate to the geography and history of the place and the lie of the land;
- Sit harmoniously in the pattern of existing development and routes through and around it (including public footpaths);
- Respect important views;
- Respect the scale of neighbouring buildings;
- Use materials and building methods which are as high in quality of those used in existing buildings; and
- Create new views and juxtapositions which add to the variety and texture of their setting.

Tendring District Council should guide development in a positive manner by:

• Engaging with developers at an early stage

through the Pre-Application Process to ensure modern development is high quality in design, detail and materials.

- The choice of materials and the detailed design of building features are important in making sure it's appropriate to a Conservation Area.
- Seeking opportunities for developers to make a positive contribution to the wider historic environment through Section 106 Agreements.

Public Facing Resources

The preservation and enhancement of private properties can be improved through the publishing of resources aimed to inform property owners and members of the public. An introductory summary of the Conservation Area Appraisal in the form of a leaflet or factsheet(s) is a simple way to communicate the significance of the area and ensure members of the public are aware of the implications of owning a property within a conservation area. In addition, a maintenance guide would assist property owners in caring for their property in an appropriate manner. A single Good Practice Design Guide on standard alterations such as signage, shopfronts, windows, doors, rainwater goods, boundaries and roof extensions will ensure inappropriate development does not continue to be the accepted norm.

Poor maintenance leads to the deterioration of the fabric of the built environment and results in a loss of architectural details. Improved awareness of simple maintenance and repair would be conducive with the preservation of Dovercourt's built heritage. Some further guidance on the maintenance of traditional buildings is included within the appendix of this document (Section 6.2 Legislation, Policy and Guidance).

Shop Frontages

A particular concern throughout the Conservation Area is the use of inappropriate signage and the loss or alteration of traditional shopfronts. Signs are often dominant in views, concealing architectural details on the buildings and therefore can negatively impact our ability to read the historic character of the town. In the short term, a review of the town's approach to signage and shopfronts, perhaps through a design guide, might allow for some cohesion across the Conservation Area and reinstate a rhythm to the historic frontages.

An initial focus on Superdrug's signage would be beneficial, as it is located on a prominent junction and on a landmark building. This currently overwhelms the streetscape detracting from its historic character. Lower Dovercourt Conservation Area

Tree Management

In line with national guidance and Tendring District Council's policy, all trees in Conservation Areas which have a trunk diameter of more than 75mm, at a height of 1.5m from the ground, may not be felled or lopped unless six weeks written notice has been given to the Council.

It is also considered that any prominent trees, street trees, and trees with amenity value on private land throughout the Conservation Area should be monitored and maintained appropriately. This will ensure the symmetry along tree lined streets and visual rhythm, as well as maintain green spaces of the area. Any tree that makes a positive contribution to the area should be retained, maintained and, if felled (only if dead, dying or dangerous) replaced with an appropriate new tree.

It is also considered that the reintroduction of street trees where possible would enhance the historic character of the area.

5.2 Positive Management: Long Term

The following proposals are also focused around positive management but either take longer to implement or are better suited to a longer time frame.

Access and Integration

Local Authorities are increasingly updating their access strategies, to reflect a better understanding of pedestrian movement, desire lines and existing barriers. The Lower Dovercourt Conservation Area would benefit from a similar approach to ascertain how pedestrians travel between the key elements within the area; the Station, High Street, Cliff Park, seafront and Beacon Hill Fort. This can inform future schemes and create a hierarchy of streets and spaces across the area.

Car Parking

This should begin with a car parking survey to establish the need for car parking. Once the level of necessary car parking has been established a landscape strategy should be created by Tendring District Council in conjunction with local stakeholders.

Character Appraisal and Management Plan

The Conservation Area and its boundary have been revised within this appraisal in accordance with the NPPF (2021) and *Historic England Advice Note 1 Conservation Area Appraisal, Designation and Management* (2019). The boundary now includes areas of historic significance which improve our

understanding of the development of the Conservation Area in the twentieth century.

The Conservation Area should be reviewed every five years to monitor change and inform management proposals. The boundary should be assessed as part of this review to ensure it is robust and adequately protects the significance of the area.

Opportunity Sites

As discussed above in Section 4, there are a variety of opportunity sites across the Conservation Area. These are chiefly comprised the vacant plots of the former Victoria Hotel, Queens Hotel, and Park Hotel. There is also the opportunity to reinstate the south side of Grade II Listed terracing on Orwell Road, which is currently also a vacant plot and detracts from the character of the listed building and street. These sites would benefit from further consideration for sensitive redevelopment, and steps should be taken to mitigate the damage they currently cause to neighbouring properties and negative impact they have on the character and appearance of the Conservation Area.

The Station forecourt is considered to be an area for opportunity and would benefit from a considered and coherent approach to parking and the conservation or addition of features which contribute to its status as



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There is substantial scope for long term improvement to shop frontages to enhance the character and appearance of the historic streetscape. In addition to tightening controls, small grant funding schemes would

provide an incentive to encourage private property owners to carry out works to enhance their property and thereby the wider Conservation Area.

Vacant shop units can be enhanced creatively at a low cost and should be considered a 'blank canvas' for improvement. This could include public art or information on the area. The council should consider utilising existing powers to intervene where any unit has been vacant for over three months so that it does not detract from the areas character and appearance.

There is also scope to enhance the character of the commercial centre through the production of a design guide for shopfronts and signage, which will create a clearer approach to the design of new shop frontages and management of historic examples.

Funding Opportunities 5.3

There are three main funding opportunities which would assist in the execution of these plans:

National Lottery Heritage Fund

The National Lottery Heritage Lottery Fund is the single largest dedicated funder of heritage in the UK and therefore is the most obvious potential source of funding. Funding is often targeted at schemes which preserve, enhance and better reveal the special interest of the area whilst also improving public awareness and

understanding. Grant opportunities and requirements change overtime, for up-to-date information on NLHF schemes Tendring Council should consult their appointed Heritage Specialist.

Section 106 Agreements

Planning obligations, also known as Section 106 agreements, can be used by the local authority to ensure any future development has a positive impact upon Dovercourt. These agreements could be used to fund public realm or site-specific improvements.

Partnership Schemes in Conservation Areas (Historic England)

Partnership Schemes in Conservation Areas is a programme run by Historic England to target funding for the preservation and enhancement of conservation areas. As the name suggests, the scheme forms partnerships with local authorities (along with any additional funding partners) to facilitate the regeneration of an area through the conservation of its built heritage. The scheme makes funds available to individuals to enable them to carry out repairs or improvement works to their property to enhance the area. This would be suitable to preserve and enhance either the shop frontages or the architectural detailing.

saving dispersed review.

Shop Frontages

furniture, planting, and interpretation.

Public Realm and Interpretation

rationalise existing street furniture.

a key site and gateway into the area, such as street

The first opportunity to enhance the character and

appearance of the Conservation Area is through

investment to improve the wider public realm. This

can be achieved through continuing to improve and

A considered and more consistent approach to aspects

of the public realm would enhance the overall character

and appearance of the Conservation Area; features

such as street furniture, signage, information boards,

planting, paving, and railings are recommended for

consideration. The high quality of the features on the

High Street currently juxtapose with the rest of the

Conservation Area, and a variety of styles of street

furniture exist across the area. Due to this variety of

approaches, a high-level overview or design guide to

ensure a consistent maintenance and design approach

would be beneficial. This approach can prove cost

effective in the long-term maintenance of the spaces,





6. Appendices

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http://www.harwichanddovercourt.co.uk/harwich-history/

Archives

Essex Record Office (ERO)



6.2 Legislation, Policy and Guidance

LEGISLATION/POLICY/ GUIDANCE	DOCUMENT	SECTION/POLICY
Primary Legislation	Planning (Listed Buildings and Conservation Areas) Act 1990	 66: General duty as respects listed buildings in exercise of planning functions. 72: General duty as respects conservation areas in exercise of planning functions.
National Planning Policy	National Planning Policy Framework (2021) DLUGH	Section 16; Annex 2
National Guidance	National Planning Practice Guidance (2014) DLUGH	ID: 18a
National Guidance	Historic England Advice Note 1 (2019) Conservation Area Appraisal, Designation and Management	
National Guidance	Historic England (2017) Historic Environment Good Practice Advice in Planning Note 3 (Second Edition): The Setting of Heritage Assets	
National Guidance	Historic England (2019) Statements of Heritage Significance Advice Note 12	
National Guidance	Historic England Good Practice Advice in Planning Note 2 (2015) Managing Significance in Decision- Taking in the Historic Environment	



National Guidance	Historic England (2017) Traditional Windows	
National Guidance	Historic England (2016) Stopping the Rot	
National Guidance	Historic England, High Streets for All (2018) Advice for Highway and Public Realm Works in Historic Places	
National Guidance	Historic England (2020) Conserving Georgian and Victorian terraced housing	
National Guidance	Historic England (2017) Repointing Brick and Stone Walls Guide for Best Practice	
Local Policy	Tendring District Local Plan 2013 - 2033 and Beyond (2022)	Section 2

6.3 Glossary (National Planning Policy Framework)

Term	Description
Archaeological interest	There will be archaeological interest in a heritage asset if it holds, or potentially may hold, evidence of past human activity worthy of expert investigation at some point. Heritage assets with archaeological interest are the primary source of evidence about the substance and evolution of places, and of the people and cultures that made them.
Conservation (for heritage policy)	The process of maintaining and managing change to a heritage asset in a way that sustains and, where appropriate, enhances its significance.
Designated heritage asset	A World Heritage Site, Scheduled Monument, Listed Building, Protected Wreck Site, Registered Park and Garden, Registered Battlefield or Conservation Area designated under the relevant legislation.
Heritage asset	A building, monument, site, place, area or landscape identified as having a degree of significance meriting consideration in planning decisions, because of its heritage interest. Heritage asset includes designated heritage assets and assets identified by the local planning authority (including local listing).
Historic environment	All aspects of the environment resulting from the interaction between people and places through time, including all surviving physical remains of past human activity, whether visible, buried or submerged, and landscaped and planted or managed flora.
Historic environment record	Information services that seek to provide access to comprehensive and dynamic resources relating to the historic environment of a defined geographic area for public benefit and use.
Setting of a heritage asset	The surroundings in which a heritage asset is experienced. Its extent is not fixed and may change as the asset and its surroundings evolve. Elements of a setting may make a positive or negative contribution to the significance of an asset, may affect the ability to appreciate that significance or may be neutral.
Significance (for heritage policy)	The value of a heritage asset to this and future generations because of its heritage interest. That interest may be archaeological, architectural, artistic or historic. Significance derives not only from a heritage asset's physical presence, but also from its setting.



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Frinton and Walton Conservation Area Character Appraisal and Management Plan





Client: Tendring District Council Date: November 2023





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1. Introduction

1.1 Summary

Frinton and Walton occupies approximately 5 km (3.1 miles) of coastline south westwards from The Naze, a natural headland dividing Hamford Water from the North Sea. Both settlements have been developed on a wide ridge of relatively higher ground between Hamford Water and the Holland Brook, the valley of which - with a tributary rising below Kirby Cross - separates Frinton from the larger conurbation of Clacton-on-Sea further to the southwest. The towns are reached via B roads that divide east of Thorpe-Le Soken.

Frinton is bounded on the north by the railway, on the west by its golf course, and on the southeast by the sea. This has helped to preserve its distinct character. The development of Frinton as an exclusive seaside resort dates from the end of the nineteenth century, with its heyday following some 30 years later in the 1920s and 1930s. The suburb contains examples of English domestic architecture of the period, set along tree lines avenues, with its main street Connaught Avenue leading to the open space and Esplanade on the sea front. Walton-on-the-Naze is a traditional British seaside town that developed in the early to mid-nineteenth century. While Frinton developed as an exclusively upper-middle class residential resort, Walton became a destination for day trippers. Walton's character and appearance derives exclusively from its context as nineteenth century seaside resort and tourist destination for day trippers and the working class. Walton is located north of Frinton, with a more compact development pattern and is distinctly different in character. Frinton and Walton are linked by twentieth century infill residential development and can be accessed on foot via the promenade or Walton Road by car.

PLACE SERVICES

1.2 Conserving Tendring's Heritage

Tendring District Council appointed Place Services to prepare a Conservation Area Appraisal for Frinton and Walton. The document is provided as baseline information to support in the conservation of Frinton and Walton's heritage.

This report provides an assessment of the historic development and character of Frinton and Walton and outlines its special interest. The appraisal will also consider the significance of heritage assets and the contribution that these make to the character of the area. The understanding of significance will be used to assess the susceptibility of the Conservation Area to new development, highlighting key assets of importance.



1.3 Purpose of Appraisal

This document is to be used as a baseline to inform future change, development and design with regard to the sensitivities of the historic environment and its unique character.

The appraisal recognises designated and non-designated heritage assets within the area which contribute to its special interest, along with their setting. It will consider how different Character Areas within Frinton and Walton came to be developed, their building styles, forms, materials, scale, density, roads, footpaths, alleys, streetscapes, open spaces, views, landscape, landmarks, and topography. These qualities will be used to assess the key characteristics of each area, highlighting potential impact future developments may have upon the significance of heritage assets and the character of the two settlements. This assessment is based on information derived from documentary research and analysis of the individual character areas.

This appraisal will enhance understanding of Frinton-on-Sea, Frinton Park Estate and Walton-on-the-Naze and their development, informing future design. Applications that demonstrate an understanding of the character of a Conservation Area are more likely to produce appropriate design and positive outcomes for agents and their clients.

It is expected that applications for planning permission will also consult and follow the best practice guidance outlined in the bibliography.



Figure 1 Beach huts at Walton



1.4 Frequently Asked Questions

What is a conservation area?

Conservation areas are designated by the Local Planning Authority as areas of special architectural and historic interest. There are many different types of conservation areas, which vary in size and character, and range from historic town centres to country houses set in historic parks. Conservation area designation introduces additional planning controls and considerations, which exist to protect an area's special character and appearance and the features that make it unique and distinctive. Although designation introduces controls over the way that owners can develop their properties, it is generally considered that these controls are beneficial as they preserve and/or enhance the value of properties within conservation areas.

The 1990 Planning (Listed Buildings and Conservation Areas) Act specifies the general duty of Local Authorities, in the exercise of planning functions (Section 72). The 1990 Act states that special attention shall be paid to the desirability of preserving or enhancing the character or appearance of a conservation area.

The National Planning Policy Framework regards conservations areas as 'designated heritage assets'.

How are conservation areas designated and managed?

The designation process includes detailed analysis of the proposed conservation area and adoption by the Local Planning Authority. As set out by Section 69(2) of the 1990 Act, a review process should be periodically undertaken, and the Conservation Area assessed to safeguard that it retains special architectural or historic interest. Threats can be identified, and the boundary reviewed, to ensure it is still relevant and appropriate.

This Conservation Area is supported by an appraisal and management plan. The appraisal describes the importance of an area in terms of its character, architecture, history, development form and landscaping. The management plan, included within the appraisal, sets out various positive proposals to improve, enhance and protect the character and appearance of the Conservation Area.

How can I find out if I live in a Conservation Area?

Boundary maps of conservation areas can be found on your Local Planning Authority website. Some authorities have an online interactive map search allowing you to search for a property. You can also contact your Local Planning Authority directly to find out if you reside within a conservation area. Tendring District Council maintains a webpage with further information of all the conservation areas within the district. For further information, please visit the Council's website.

What are the Council's duties regarding development in conservation areas?

The Local Authority must follow the guidance in the National Planning Policy Framework (NPPF) and the National Planning Practice Guidance (NPPG). These set out in clear terms how development proposals within Conservation Areas should be considered on the basis of whether they preserve and enhance the character and appearance of the area. Applications which fail to preserve or enhance the character or appearance of the Conservation Area are likely to be refused as a result. The Local Authority's Local Plan also typically includes a specific policy on Conservation Areas.



What is an Article 4 Direction?

Under the provisions of the Town and Country Planning (General Permitted Development) Order 2015, certain minor works, such as domestic alterations, can normally be carried out without planning permission. However, some conservation areas are covered by an Article 4 Direction, which brings certain types of development back under the control of a Local Planning Authority. This allows potentially harmful proposals to be considered on a case-by-case basis through planning applications. Article 4 Directions are used to control works that could threaten the character or appearance of an area and a planning application may be required for development that would otherwise have been permitted development. Historic England provides information on Article 4 Directions on their <u>website</u>.

Do I need permission to alter a property in a conservation area?

Many conservation areas have an Article 4 Direction which relate to alterations such as the painting, rendering or cladding of external walls. Alterations or extensions to buildings in conservation areas will generally need planning permission. Your Local Authority will provide advice as to how to proceed.

Do I need to make an application for routine maintenance work?

If routine maintenance works are to be carried out using authentic materials and traditional craft techniques, on a like-for-like basis, it is unlikely that you will need to apply for permission from the local authority. However, it is strongly recommended that you contact the Local Planning Authority for clarification before commencing any works. The use of a contractor with the necessary skills and experience of working on historic buildings is essential. Inappropriate maintenance works and the use of the wrong materials will cause damage to the fabric of a historic building.

Will I need to apply for permission for a new or replacement garage, fence, boundary wall or garden structure?

Any demolition, development or construction in conservation areas will generally need planning permission. A replacement boundary, garage, cartlodge or greenhouse will need to be designed with the special historic and architectural interest of the Conservation Area in mind. Your Local Authority will provide advice as to how to proceed with an application.

Can I demolish a building in a conservation area?

Demolition or substantial removal of part of a building within a conservation area will usually require permission from the Local Planning Authority. It is important to speak to them before beginning any demolition works, to clarify if permission is required.

Can I remove a tree within a conservation area?

If you are thinking of cutting down a tree or doing any pruning work, the Local Planning Authority must be notified 6 weeks before any work begins. This enables the authority to assess the contribution the tree makes to the character of the conservation area and, if necessary, create a Tree Preservation Order (TPO) to protect it. Consent will be required for any works to trees that are protected. Further information on TPOs can be found on Historic England's <u>website</u>.

How do I find out more about a conservation area?

Historic England's website has information on conservation areas and their designation. Further information on the importance of conservation areas, and what it means to live in one, can also be accessed via their <u>website</u>.

Historic England has also published an <u>advice note</u> called Conservation Area Designation, Appraisal and Management which sets out advice on the appraisal of conservation areas and managing change in conservation areas.

In addition, local planning authorities have information on the conservation areas within their boundaries available on their websites. They will have information pertaining to when the conservation area was designated, how far it extends and the reason for its designation.



1.5 Planning Policy and Guidance

The legislative framework for conservation and enhancement of Conservation Areas and Listed Buildings is set out in the Planning (Listed Buildings and Conservation Areas) Act 1990 (HMSO 1990). In particular section 69 of this act requires Local Planning Authorities to designate areas which they consider to be of architectural and historic interest as Conservation Areas, and section 72 requires that special attention should be paid to ensuring that the character and appearance of these areas is preserved or enhanced. Section 71 also requires the Local Planning Authority to formulate and publish proposal for the preservation and enhancement of these areas.

The National Planning Policy Framework (NPPF) highlights good design as one of twelve core principals of sustainable development. Sustainable development relies on sympathetic design, achieved through an understanding of context, the immediate and larger character of the area in which new development is sited.

This assessment follows best practice guidance, including Historic England's revised Historic England Advice Note 1 for Conservation Area Appraisal, Designation and Management (2018) and *The Setting of Heritage Assets (2017)*.

National planning policy in relation to the conservation and enhancement of heritage assets is outlined in chapter 16 of the Government's National Planning Policy Framework.

The Conservation Area which is the subject of this report is located within the area covered by Tendring District. Local planning policy is set out in the *Tendring District Local Plan 2013-2033 and Beyond Section 2 (2022)*. Policies which are relevant to heritage assets include:



Policy SPL 3 - Sustainable Design Policy PP 8 - Tourism Policy PPL 3 - The Rural Landscape Policy PPL 7 - Archaeology Policy PPL 8 - Conservation Areas Policy PPL 9 - Listed Buildings Policy PPL 10 - Renewable energy generation and energy efficiency Policy PPL 11 - The Avenues Area of Special Character, Frinton-on-Sea, also relates to the residential area to the west of Connaught Avenue.

1.6 Designation of the Conservation Area

Frinton and Walton Conservation Area was first designated in 1982, covering Frinton-on-Sea, Frinton Park Estate and Walton. The area was extended in 1989 to include the north-east side of Connaught Avenue, the north and north-east of Walton's All Saints Church, the area between Station Street and Crescent Road and a small area of Saville Street.

In 2001, Tendring District Council commissioned character appraisals of all the conservation areas in the district. These were updated and adopted as supplementary planning documents in 2005. Consultation involving the Town Council took place in 2005/06 and the results were taken into account when the conservation area appraisal was formally adopted by Tendring District Council in 2006. In 2007 and 2009, the Council commissioned management plans for the Frinton area and Walton area.

The area was reviewed as part of this appraisal in 2020 - 2022, with public consultation held in October 2022. A public exhibition was held on the 14th October 2022. The comments recieved have been incorporated into this document.



2. Frinton and Walton Conservation Area

2.1 Context and General Character

Frinton-on-Sea (Frinton) and Walton-on-the-Naze (Walton) are both coastal towns located within the Tendring District of Essex. They occupy a stretch of 5km of coastline. The towns are accessed via the B1033 which bifurcates north, becoming the B1034 passing through Kirby-Ie-Soken to Walton-on-the-Naze. The B1033 continues southeast (Thorpe Road) through Kirby Cross reaching Frinton-on-Sea.

The two settlements are medieval in origin, however, both developed in the mid to late nineteenth century as seaside resort towns. Each town is individual in its historical development and subsequent character. Frinton was planned as an exclusive resort from the late nineteenth century. Frinton Park Estate was developed later and is also home to the largest group of twentieth-century Modern Movement houses in the country. Walton a quintessential example of a mid-nineteenth century seaside resort for day trippers. The settlements are connected by a promenade and a continuous stretch of residential development.

To the north, Walton is bounded by arable farmland, Walton Mere, and Hamford Water National Nature Reserve. Located to the east of both settlements is the North Sea, and to their west is a stretch of farmland which separates Frinton and Walton from the inland villages of Kirby-le-Soken, Kirby Cross, and Great Holland. Walton abuts Frinton to its south, and the two areas are joined by post-war development. To the south of Frinton is the Frinton Golf Course and open arable land.

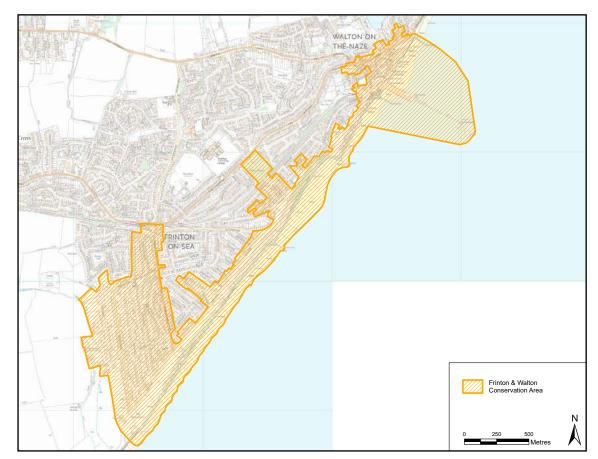


Figure 2 Map showing location of Frinton and Walton Conservation Area (2022)



2.2 Origin and Evolution

The following section provides an overview of the history of Frinton and Walton and the surrounding landscape.

Summary of Frinton

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The core of the seaside town of Frinton developed from a small, scattered settlement during the late nineteenth century following the construction of Frinton railway station. The main residential development occurred in the early twentieth century with the construction of larger non-terraced housing situated toward the seafront. Blocks of late nineteenth century and early twentieth century terraced housing appear further inland (north) and along the main road arteries. Frinton incorporates the Modern Movement buildings of the Frinton Park Estate, located to the north-east of Frinton's core.

Summary of Walton

The development of Walton as a seaside resort was initiated in the 1820s and originally promoted as a high-class residential resort. The initial growth of Walton was stimulated by steam-ship companies which, in turn, brought visitors. Investment consortiums saw opportunity with the increased number of visitors, they bought plots of land with the intention of building accommodation for the increasing number of visitors. Walton's development progressed with the construction of the Tendring Hundred Railway from Colchester which arrived in 1867. Walton subsequently became a popular destination for day-trippers and working-class excursionist, becoming a well-established leisure destination.





Prehistory (-500000 – 43)

Evidence of occupation and activity from the Mesolithic period (7000 - 4000 BC) is rare within Essex, due to the hunter-gatherer way of life and lack of permanent settlements. Significant collections of Mesolithic flintwork are known from the coastline near the Naze at Walton, which indicates at least seasonal occupation during the Mesolithic period.

Evidence for Neolithic activity is widespread in the Walton area and thousands of worked flints have been collected from the vicinity of the Naze. Within the Conservation Area, Neolithic flint tools are recorded from the coastal areas at Walton, including polished axes, a polished knife (Essex Historic Environment Record Numner (EHER): 3307) and some pottery (EHER 3308). Evidence for the establishment of agriculture has been recovered inland from recent investigations near Kirby Road on the periphery of the Conservation Area.

During the Mesolithic and Neolithic period, the sea level was considerably lower than it is today; as a result, large areas now within the intertidal zone were then dryland. The remains may represent widespread specialised coastal settlements, however much of this land surface has been eroded away or lies buried within the cliffs and intertidal zone.

Evidence for Bronze Age (2200 – 700 BC) occupation is particularly prevalent within the Tendring District. At Walton, a cremation was recovered from the cliffs at the Naze presumably deriving from a grave. Another cremation is recorded (EHER 3311) as being recovered within the Conservation Area at Walton, though historical records do not provide an accurate location. Beyond the Conservation Area at Walton recent archaeological investigations have found further cremation

vessels along with evidence for a possible nearby settlement located to exploit the resources of the coast and marshland nearby.

During the Iron Age (700 BC – AD 43) the area was predominantly an arable economy, with areas of salt marsh used for pastoral farming. Little archaeological evidence has been recovered for Iron Age activity within the Conservation Area, however the location would have been favourable for access to the coast and marshlands. It is believed that the production of salt first began in Tendring district in the later Iron Age period and this practice continued and increased in scale in later centuries.

Roman (43 – 410)

Little evidence for Roman activity has been recovered from within the Conservation Area, most finds have emerged from the eroding cliffs at both Walton (EHER 3264) and Frinton or been recovered from the beach. Roman building foundations and tiles (EHER 3569) and pottery (EHER 2913) from Frinton may indicate a villa type of building was once located close to the coastline. No known Roman settlements are known to have been located within the surrounding area.

Early Medieval (410 - 1066)

Surviving evidence for Saxon settlement and activity is generally rare within the region. No Saxon material has been recovered from within or in the vicinity of the Conservation Area.



Medieval (1066 – 1540)

Both Frinton and Walton follow the typical medieval pattern of Essex, with a church hall complex, outlaying farms and agricultural landscape surrounding. There was some activity relating to the salt marshes and grazing marshes, although such activity is not exclusively to Frinton and Walton.

Frinton

The only surviving medieval development within Frinton is St Marys Church (EHER 34739) situated between Old Road and The Esplanade. Evidence of the Frinton's medieval landscape has mostly been lost due to post medieval development. The Doomsday Book records a total of nine households in 1086. Frinton was listed under two owners; Land of Count Eustace of Boulogne and Land of Geoffrey de Mandeville.¹

Walton

Primarily Walton was an agricultural village set miles inland. However, due to coastal erosion most of the area was lost to sea in the medieval period. The Doomsday Book records the settlement of 'The Naze' which had a population of 199 households and was in the largest 20% of settlements recorded in 1086.² Walton-le-Soken manor, later Walton Hall, part of St. Paul's great estate of the Naze, was first recorded as a separate unit in 1222. In that year the manor, which covered the whole parish, had 750 acres in demesne, and around 466 acres of tenanted land, and extensive marshland pastures.



Figure 3 Image of Frinton St Mary before the extension of the chancel in 1879. (1861 accessed: https://www.essexchurches.info/churchpic.aspx?p=Frinton-on-Sea&no=0021&ty=p&imgno=002&maximg=003) copyright - Copyright 2022 - John Whitworth (www.essexchurches.info)

In the earlier Middle Ages, there was also a second, smaller, manor, the endowment of a prebendal stall in the choir of St. Paul's Cathedral. However, the manor has been completely eroded by the sea, probably before the Conquest, giving rise to the name Consumpta per Mare by 1327; its earlier name remains unknown.

¹ Domesday Book 1086, [https://opendomesday.org/place/TM2319/frinton/]

² Domesday Book 1086, [https://opendomesday.org/place/TM2319/frinton/]





Post Medieval (1540 – 1901)

The Chapman and Andre Map (1777) shows that Frinton and Walton remained rural settlements. The map shows that historic routes and small settlements had been established which also provided access to the sea front. Within the wider area of Walton-on-the-Naze, 'Walton Tower' can be seen, now known as 'The Naze Tower' (Grade II* list entry: 1165846), which was erected in 1720 to serve as a lighthouse for ships going to Harwich.

Frinton

As visible on the Chapman and Andre Map, there is very little development within Frinton in 1777. There is a small collection of buildings situated along a single road including a Parsonage and 'The Hall'. The single road provides access to the sea front. Frinton developed along a ridge of higher ground between Walton to the north and the Holland Brook to the south, as seen in the topography of Chapman and Andre's map 1777. By the eighteenth century, Frinton, with an area of only 469 acres or 190 hectares was one of the smallest parishes in Essex, both in area and in population. Frinton's population at this time was correspondingly small and was never much higher than fifty throughout the medieval and post medieval period. Frinton The remained a small settlement until the late nineteenth century following the construction of Frinton railway station.

The 1880 Ordnance Survey Map of Frinton shows the location of Frinton Hall. The map shows that Frinton's development remained relatively low density and only the initial phase of Third and Fourth Avenues being laid out.

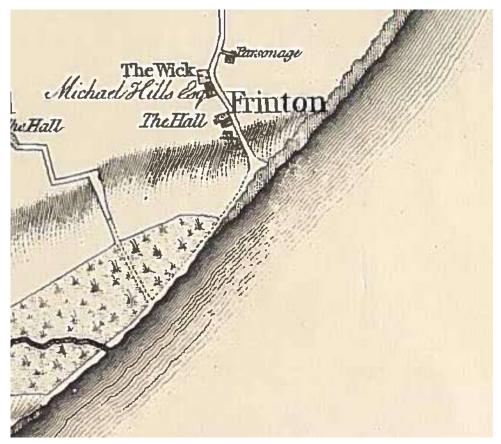


Figure 5 Excerpt of Chapman and Andre Map 1777, showing Frinton



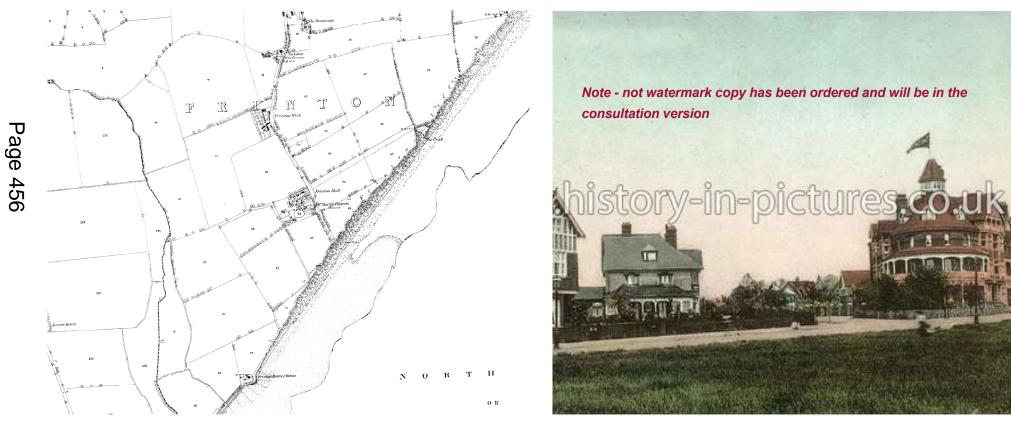


Figure 6 Ordnance Survey Map showing Frinton, 1876

Figure 7 Grand Hotel, Frinton on Sea, Essex. c.1906 (with the kind permission of http://www.history-in-pictures.co.uk/)

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Frinton and Walton Conservation Area

The late nineteenth century development of Frinton can be defined in two phases: the first under, Peter Schuyler Bruff and the second under Powell Cooper. Under Bruff's control, Frinton was designed to appeal to the "well-to-do" and was deliberately targeted towards them. In 1879, twelve years after the arrival of the railways, Bruff sought parliamentary powers to impose covenants on likely property purchasers in his new resort of Frinton. This was to discourage day-trippers and maintain the carefully created social tone.

Walton

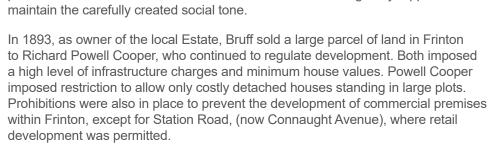
Walton as an agricultural settlement flourished in the seventeenth and eighteenth century.

The Chapman and Andre Map from 1777 is the earliest cartographic reference for the area, showing a small settlement centred around a single road. To the north, the road links the 'Walton Tower' located outside the Conservation Area. To the south occupies the area of Burnt Mills Farm, later brought by Bruff in the mid-nineteenth century for development. By 1800 Walton was an area occupied by 250 inhabitants compared to Frinton having just 30.

There are no buildings predating the eighteenth century in Walton due to coastal erosion, in 1789 All Saints Church was lost culminating the loss of the medieval settlement. The historic core of Walton developed round the area of the High Street from the early nineteenth century onwards. The historic core is now predominantly business and retail use with some residential development.

The resort development can be traced back to the late 1820s when an investment consortium bought plots of land with the intention of building accommodation for the increasing number of visitors. The Marine Hotel and its pier were the centrepiece of the development. Walton's original pier was built in 1830, one of the earliest in the country and was originally 300 ft long (91 m), later extended to 800 feet (240 m). It was built for landing goods and passengers from steamers. The associated leisure activities of the seaside town appealed to the middle classes including sailing and rowing at the annual Regatta.





A co-axial layout of roads was adopted by the estate with progressive development away from Station Road, starting with Fourth Avenue and ending with Second Avenue in 1902. The Cooper Estate employed a major firm of architects. The firm of Harrington, Ley and Tomkins oversaw the design and estate management work. The architect's practice was located on a prominent position on Station Road.

By 1900 three hotels, The Grand, The Queens, and the smaller Rock had been constructed on the Esplanade. Powell Cooper's strict covenants on development were beginning to encourage the construction of large private houses along Fourth Avenue, stretching back from the Esplanade and The Grand Hotel.



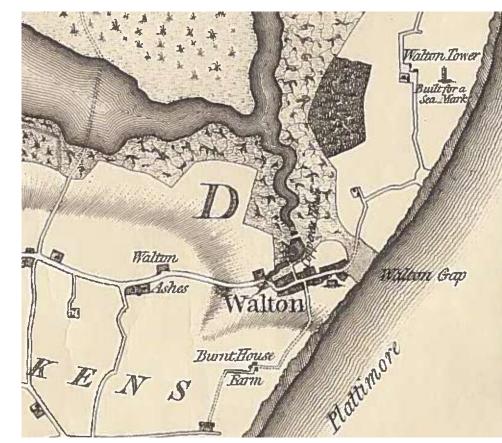


Figure 8 Excerpt of Chapman and Andre Map 1777, showing Walton

The paddle steamer was particularly important in the development of the Essex seaside resorts including Walton, Clacton and Southend-on-Sea. Walton became popular as a stop-over and change over point with the steam-packet services, bringing a steady flow of visitors to the embryonic resort. The historic core still retains remnants of the early nineteenth century street pattern of terraces and crescents, which can be recognised to the east of Station Road and along the sea front.

The quiet development of Walton abruptly ended following Peter Schuyler Bruff's purchase of the Burnt House Farm estate in 1855; the land he acquired stretched into the town as far as Newgate Street. The townscape Bruff created remains largely intact, the layout of which was dictated by the former site of Martello Tower J, demolished in 1835 and now the site of The Round Gardens. Bruff wanted to turn Walton into a genteel resort matching the prestige of south coast resorts. However, Walton's popularity extended to a much larger group and not just the "well-to-do".

The 1876 map shows later nineteenth-century domestic terrace housing developed within the core area. Development of the area increased following the arrival Tendring Hundred Railway from Colchester to Walton-on-the Naze in 1867 and construction of the new pier.

The new railway connection direct to the east end of London attracted an increasing number of day trippers and for the first time affordable return tickets became available. Walton's rapid development in the period from 1867 ended abruptly with the arrival of the railway at Clacton-on-Sea in 1882, and thereafter the town entered a period of much slower evolution.



Walton's original pier was badly damaged in a storm in January 1871. A second pier opened in 1880, which also did not last. In 1895, the Walton-on-the-Naze hotel and pier company (then owners of the pier) opened a replacement pier 500 ft longer (150 m) than the original. Several extensions have increased the pier's length to 2,600 ft (790 m), the third longest in the UK. When the new pier opened in 1895, an electric tramway was installed to take passengers from the steamers to the front of the pier.

The 1876 first addition Ordnance Survey map depicts a well-developed nineteenth century sea-side town. Rows of terraced housing occupy the areas to the north of the High Street. South-west of the High Street and set back from the sea front, the development is less densely concentrated and set around more open spaces. The Old Pier is still in situ with the New Pier extending out from the Clifton Hotel.

The 1897 second edition Ordnance Survey maps depicts an increase in residential development, particularly around Pier Road and New Pier Road, as well as the extension of Alfred Terrace to the north. Note - not watermark copy has been ordered and will be in the consultation version



Figure 9 First Pier in background with the new Pier Hotel (source: http://www.putmans.co.uk/OW_Piers_Index.htm)





Note - not watermark copy has been ordered and will be in the consultation version

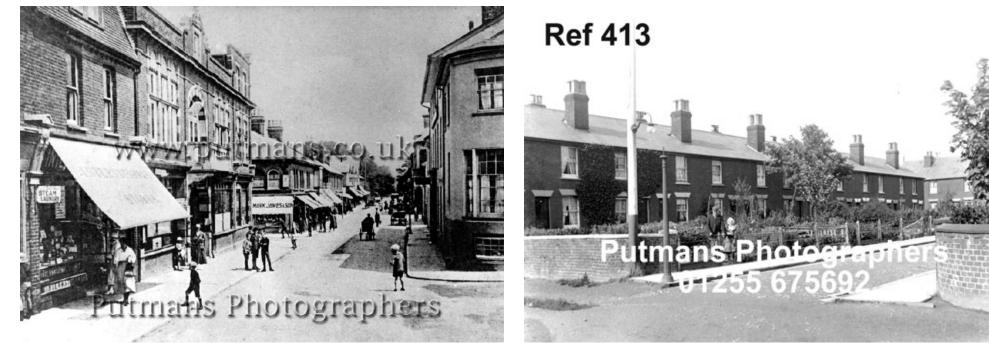


Figure 11 Walton High Street looking east (source: www.putmans.co.uk)

Figure 12 Alfred Terrace (source: www.putmans.co.uk/)

Modern (1901 – 2022)

Frinton

Frinton's population of 55 in 1881 swelled through the beginning of the twentieth century, reaching 644 in 1901 and 3032 in 1921.³

The increase was largely due to the combination of Frinton's desirable and newly accessible location, and the vision and work of Richard Cooper in popularising Frinton with the upper classes. In 1910, the Cooper Estate Office was built on the corner of Upper Fourth and Fourth Avenues in the Arts and Crafts style. From here, Cooper exerted control over the development of the estate, including architects, surveyors and estate agents. Thus, the majority of Frinton's buildings were erected before the mid-1930s. The prevailing style of national romanticist architecture, 'Arts and Crafts', was widely adopted for new construction and the town has retained much of its Edwardian character. Houses were often individually designed, and clients often sought better known architects including Charles Voysey, who in 1902 designed 'The Homestead', Second Avenue, in intricate detail. The property is now widely admired and recognised as Frinton's most noteworthy.⁴

Organised sports, particularly tennis and golf, were highly popular with residents. The exclusivity of which was reinforced by a high subscriptions and barrier to entry. Powell Cooper created the Golf Club in 1896 and the Frinton lawn Tennis, Croquet and Bowl Club followed in 1900.

The years leading up to the First World War saw the opening of a number of commercial and business enterprises including two banks, a municipal laundry, a motor garage, public halls and religious buildings, in addition to a diverse range of shops and professional services.



World War One

German bombardments of coastal towns caused much anxiety in Frinton. In February 1915, the military prepared defences on the seafront and the bathing huts were removed, barbed wire and sandbag parapets were erected, and trenches were dug on both the cliffs and The Greensward to a considerable depth. The social life of the resorts was reduced after the outbreak of war.

Interwar

World War One had suspended the development of the town, which after the War was renewed with vigour. The third edition Ordnance Survey Map shows the rapid increase in development from the turn of the nineteenth century. The Avenues were now well established and the commercial centre densely concentrated.

The early to mid-twentieth century architectural design in Frinton remained with Cooper's agents working in the Arts and Crafts style. Furthermore, architects William Hayne and R.J. Page were working in the area and among Frinton's prolific architects. In 1934, the South Coast Property Investment Company purchased a large tract of land between cliffs and the new line of the railway, for the development of a residential estate incorporating houses, shops a school and even a Town Hall; the whole scheme was to be called Frinton Park Estate. Oliver Hill was appointed as consulting architect to the estate. Frinton Park was intended to be as exclusive as The Avenues, promoting a middle-class residential development. A feature of this development was the central axial avenue, now known as Central Avenue, which was to create a streamline character with development fronting the Greensward. Hill was allocated 135 plots for houses to be built to his design. However, construction proceeded slowly, and sales were poor; only fifteen of Hill's 135 were completed.

³ N. Pevsner and J. Bettley, Essex: Buildings of England Series (Buildings of England) 2007

⁴ W, Hitchmough, The Homestead: Frinton-on-Sea 1905, C.F.A Voysey (Architecture in Detail)





Hill's houses are all flat-roofed, with metal ribbon windows, balconies, loggias and include at least one striking curved wall. Some are of brick, others of reinforced concrete, but in all cases rendered and painted mainly white, although originally, they included splashes of colour, notably pink, blue and green under-surfaces. Flat-roofed houses proved difficult to sell, as did concrete ones; the local planning authority refused to accept six-inch concrete walls, and eight-inch walls were too expensive, and local builders had no experience of building in concrete.

Essex's smallest parish church, St Mary the Virgin Church on Old Road, was restored to its original footprint in 1929 when the larger St Mary Magdalene Parish Church opened on the same road.

Of those that were constructed, three designed by the leading architect Oliver Hill are now listed buildings. Most of the estate remained undeveloped until after the Second World War, by which time a more conservative architectural style had prevailed.

World War Two

In the early part of World War Two, Frinton was amongst the twelve most vulnerable coastal towns in Britain. As a consequence, it was very heavily protected, sealed off against attack, not only from the sea but against a land assault outflanking the town. The beach was heavily defended with barbed wire, anti-invasion scaffolding and concrete anti-tank blocks. Roads leading into the town were sealed off with a road barrier of steel and concrete. At the railway crossing, the major road into the town, Connaught Avenue, was defended by the placing of anti-tank obstacles and a pillbox (the latter survives today, HER 10054). A total of 128 homes were destroyed during World War Two. Two structures from World War Two in Frinton survive: the pillbox noted above and anti-tank obstacles, located at the southern end of promenade (HER 10057).

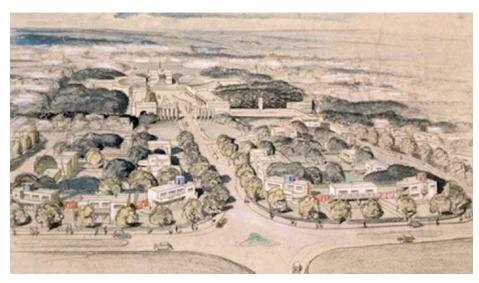
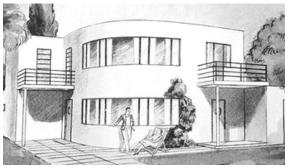


Figure 14 Frinton Estate (Radical Essex and Frinton and Walton Heritage Trust)

Figure 15 House design on Frinton Park Estate (https://www.modernism-inmetroland.co.uk/blog/radical-essex)



Walton

World War One

The advent of World War One and fear of invasion had an impact on the economic prosperity of Walton as the number of visitors dropped dramatically. However, after the cessation of war Walton's popularity returned, with thousands of visitors descending on the resort every week. The post-war government was prepared to give substantial financial assistance to local authorities willing to carry through a programme of social housing. Walton took advantage of this offer with several municipal housing schemes, chief amongst them along Standley Road and Eagle Avenue (1920) and Kirby Road (1926 to 1927), located in the setting of the Conservation Area.

The Third Edition OS Map 1923 shows a densely developed town with the new, long pier in situ. The long pier allowed for steamers to berth at low tide. However, as the railway dominated, the pier began to lose revenue. Residential development continued to infill gaps, resulting in a more densely concentrated area of development comprising mainly of rows of terraced properties lining both sides of the street. There are few open spaces remaining, and the pattern of development has been fully established.

Interwar

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Entertainment in the inter-war years was developed to appeal to wider audiences. The pier now boasted amusement arcades, a dance hall, and an electric tramway. However, with the advent of World War Two, the resort was emptied, and all holiday activity ended abruptly. The beach was heavily defended with barbed wire and tubular scaffolding and pill boxes were constructed at The Naze. Many larger buildings were requisitioned for wartime activities. The local coastguards and lifeboats stationed at Walton and Clacton were involved in rescuing mariners throughout the war and a number of German bombing raids resulted in civilian fatalities and the destruction of some property.

HE NAZE

Figure 16 Ordnance Survey Map 1923, Walton

After World War Two, Walton set about rebuilding its holiday trade. The pier had been partially dismantled during the war to prevent its use by the enemy to land invasion troops. It was quickly rebuilt, and a number of new rides added including a large Ferris wheel.

Post-War

Following the war, cultural shifts resulted in tourists visiting destinations abroad. While a steady number of day trippers remained, the number of long-stay tourists dramatically dropped, impacting the development of the area.

The restrictive and regulated nature of resort activities resulted in continued uneasiness to the presence of day trippers. Commercial interests and residential ones often conflicted.



Late Twentieth / Early Twenty-First Century

Frinton

Resistance to change became a distinguishing characteristic of the now largely residential seaside resort of Frinton, with the ethos of the town upheld. However, some development occurred throughout the twentieth century, notably with the introduction of residential tower blocks along the seafront.

At the beginning of the twenty-first century Frinton gained its first licensed public house, the Lock and Barrel, in a former Ironmongers premises that retains its tiled Arts and Crafts frontage.

The Modern Movement houses within Frinton have also been celebrated in the twenty-first century through projects such as Radical Essex, with tours showcasing the modernist architecture undertaken in partnership with the Frinton & Walton Heritage Trust.

Walton

The development of Walton has continued into the later twentieth and early twenty first century, particularly with residential development to the northwest and west of the Conservation Area. Within the Conservation Area later twentieth and twenty first century development has been limited to infill plots mainly of residential flats. However, the former Grade II listed Barker's Marine Hotel was demolished in the late twentieth century and replaced with a block of residential flats. Despite some uncharacteristic development, Walton has retained much of it historic building stock and its seaside character with the historic layout still legible today.

Today, Walton Pier remains a popular attraction, with amusements and funfair rides in a hangar-type building with many still visiting the seaside town for day trips to enjoy the sandy beaches and seaside activities. Walton offers a variety of tourist attractions including guided walking tours and boat trips.



2.3 Revisions to the Boundary

As part of this review, the Conservation Area boundary has been revised to reflect changing methodologies of good planning practice and provide a clearer strategy which acknowledges the practicalities of Frinton and Walton's unique built environment. This review is line with Section 69 (2) of the Planning (Listed Buildings and Conservation Areas) Act 1990 and paragraph 191 of the NPPF.

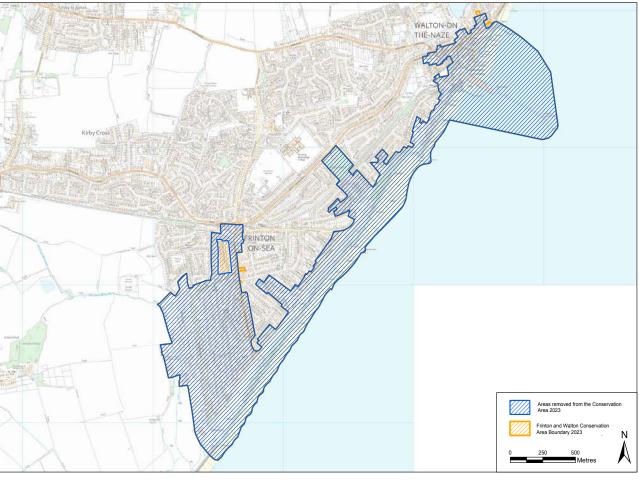


Figure 17 Map showing boundary alterations 2023



Additions

The following areas have been included within the Conservation Area boundary:

- Extension east along the High Street to include Numbers 123-127. A row of three-storey terraced shops along Walton High Street (see Figure 18).
- Extension to the east side of Connaught Avenue, Frinton to include the Catholic Church. The Church appears on the 1922 Ordnance Survey map, labelled as 'Hall'.
- Extension at the junction of Queen's Road and Connaught Avenue, Frinton, to include a small area of public realm. This space provides symmetry to the area of public realm opposite and comprises high quality street furniture and planting, which makes a positive contribution to the character and appearance of the area.

Reductions

The area to the south-west of Frinton Station has been reduced, to omit the terrace of modern housing on Witton Wood Road. These houses are red brick, with functional and simple architectural style, set back from the road behind a generous lawn. They make a neutral contribution to the area; therefore, they do not merit inclusion within the boundary.



Figure 18 Numbers 123 - 127 High Street, Walton



2.4 Designated Heritage Assets

There are 15 designated heritage assets within the Frinton and Walton Conservation Area boundary, including residential buildings, churches, and hotels. They are listed below and further information on how they contribute to the character and appearance of the Conservation Area is included within the description for each Character Area, outlined in Section 3 of this document.

These buildings, structures and features have been listed due to their special architectural and/or historic interest as defined by Section 1 of the Planning (Listed Buildings and Conservation Areas) Act 1990 and The Department for Digital, Culture, Media and Sport, Principles of Selection for Listed Buildings (revised November 2018). Further information about the listing process can be found on the Historic England <u>website</u>.

Listed Buildings

The rarer and/or older a building is, the more likely it is to have special interest and therefore be worthy of listing. As a general principle, all buildings that pre-date 1700 and are in a relatively intact condition will be listed, as will the majority of buildings that date between 1750 and 1850. The selectivity is increased for buildings that date 1850 and 1945. There is a strict criterion for buildings built after 1945; buildings less than thirty years old are unlikely to be listed, unless they have been deemed as exceptional examples of their type.

Listed buildings are considered under three grades in England. Grade I buildings are of exceptional interest and make up approximately 2.5% of all listings; Grade II* are of more than special interest; Grade II are of special interest and most common, making up 91.7% of all listings.

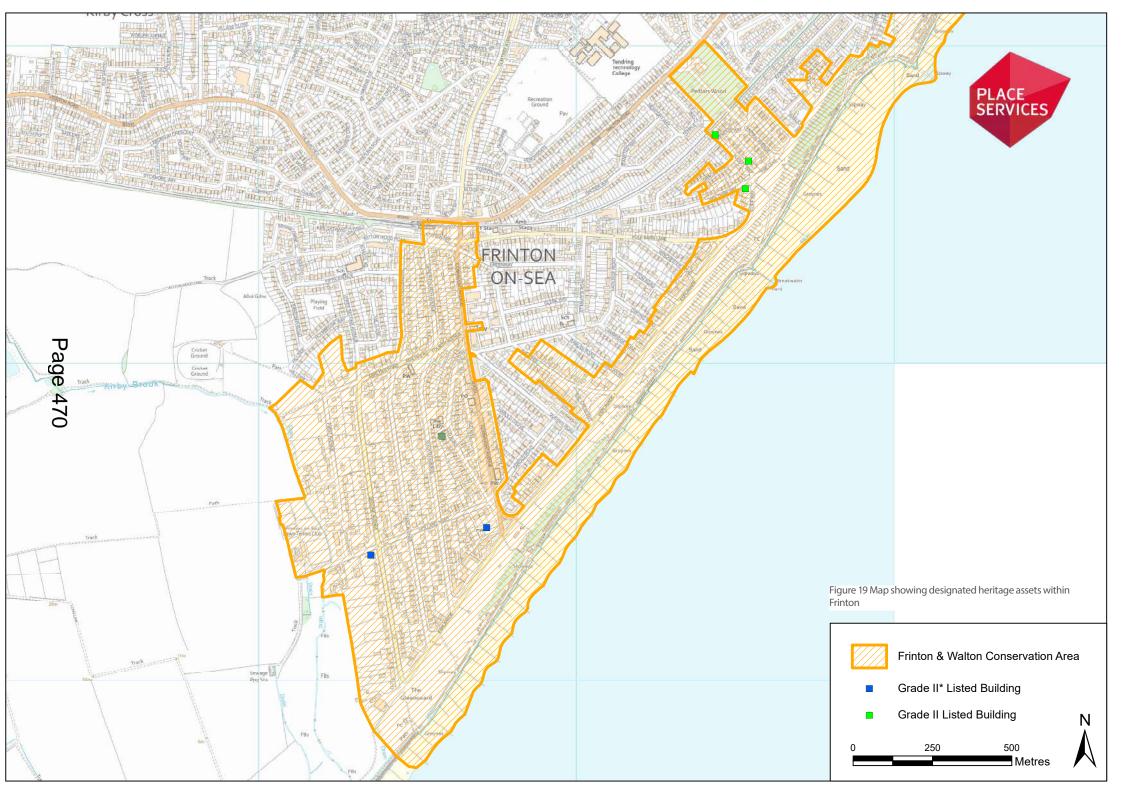
Listed buildings are protected by government legislation and there are policies in place to ensure that any alterations to a listed building will not affect its special interest. It is possible to alter, extend or demolish a listed building but this requires listed building consent and sometimes planning permission.

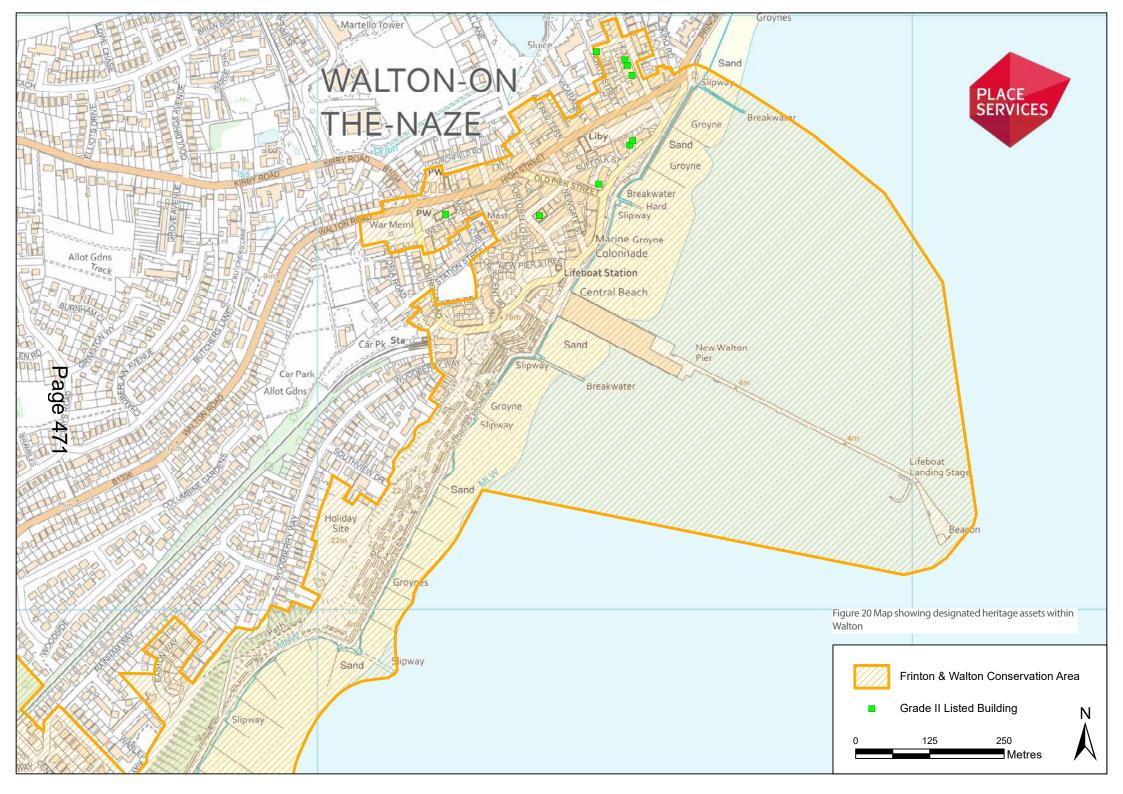
Frinton

- Church of St Mary, Grade II* (list entry: 1111530)
- C F A Voysey's Homestead, Grade II* (list entry: 1111531)
- Council House, Grade II (list entry: 1165599), originally named The Wick dating from c.1700, which is now a library
- Round House, Grade II (list entry: 1337115)
- Seaspan, Grade II (list entry: 1392229)
- 55 Quendon Way, Grade II (list entry: 1376783)

Walton

- All Saints Church, Grade II (list entry: 1111503)
- Gothic House, Grade II (list entry: 1165832
- Blue Shutters, Grade II (list entry: 1337142)
- 15 and 17 Saville Street, Grade II (list entry: 1317129) and
- St Dominics, Grade II (list entry: 1111505)
- The United Reformed Church, Grade II (list entry: 1111507)
- 40-44, The Parade, Grade II (list entry: 1111508)
- Gun Fleet, (list entry: 1309165)







2.5 Non-Designated Heritage Assets

Every building, space and feature within a Conservation Area makes a contribution to its character and appearance, be it positive, neutral or negative.

Heritage assets are defined in Planning Policy as 'A building, monument, site, place, area or landscape identified as having a degree of significance meriting consideration in planning decisions, because of its heritage interest.'

Not all heritage assets are listed, and just because a building is not included on the list does not mean it is of no heritage value. Buildings and other structures of the built environment such as fountains, railings, signs and landscaping can make a positive contribution to the appreciation of an area's historic interest and its general appearance. These may be considered as non-designated heritage assets.

At present, there is no approved local list for the Tendring District. Local listing is an important tool for local planning authorities to identify non-listed buildings and heritage assets which make a positive contribution to the locality. This document has identified heritage assets which make a notable positive contribution to the Conservation Area and could be considered for local listing in the future. These are identified in the character assessment of the Conservation Area outlined in Section 3.

It should be noted that conservation area appraisals are not binary documents and there remains the potential for additional non-designated heritage assets or positive contributors to the Conservation Area to be identified in the future.

2.6 Heritage at Risk

Tendring District Council published a Heritage Strategy in 2019 using data from the Heritage at Risk Programme (HAR) by Historic England. However, there is not a separately published Heritage at Risk Register by Tendring District Council.

There is one statutory listed building within Frinton and Walton on Historic England's at Risk Register. The Grade II* listed Church of St Michael (list entry: 1111500), which is a late medieval church, restored in the nineteenth century. According to the at Risk register: The building suffers from subsidence at the east end of the chancel, resulting in substantial cracks in the walls and at the junction of the chancel roof and the east gable. Structural movement continues, with previously repaired areas cracking again. Monitoring, soil investigation and analysis have been carried out for repair options to be considered by the PCC.⁵

There are several unlisted vacant buildings within Walton. They are in a poor state of repair and at risk of further damage and decay.

The sensitive and sympathetic restoration of these buildings presents an opportunity to enhance the area's significance and ensure the longevity of the historic building stock.

^{5 &}lt;u>https://historicengland.org.uk/advice/heritage-at-risk/search-register/list-en-</u> <u>try/17680</u> [accessed 28/10/20]



2.7 Archaeological Potential

Little archaeological investigation has taken place within the Conservation Area and most information on the archaeology of the area is based on findspot evidence and historic mapping. The original medieval village of Walton has been lost to coastal erosion. However, recent archaeological investigations have taken place on the outskirts of the Conservation Area at Walton which has revealed good survival of archaeological remains from the prehistoric, Roman and medieval period, and it is highly likely that further evidence for archaeological activity is likely to extend into the Conservation Area. Across the Conservation Area, the archaeological potential for archaeological deposits to survive is likely to be good in less developed areas. Between the inland developed areas and the coast lies a large open area of grassland known as The Greensward. The archaeological potential in this area is likely to be high.

The Conservation Area is heavily developed inland, and few areas of open space survive in the commercial and residential areas, undeveloped areas may contain undisturbed deposits. In particular, medieval and early post-medieval deposits, may survive in parts of Walton and in the vicinity of the medieval church at Frinton. The site of the former Martello tower at Walton was incorporated into the road layout at Crescent Road and Portobello Road and remains preserved in the current street scheme as a public open space. There is potential for below ground remains associated with the tower within this area. Little of the World War One defences are likely to survive and all World War Two defences have been destroyed. There is some possibility that the bases of these structures may survive below ground in undisturbed areas, such as the World War Two storage facility located within Pedlars Wood.

Ancient, buried land surfaces where exposed, particularly on the foreshore between the Naze and Stone Point and to the south of Walton, have produced much evidence for prehistoric occupation with significant assemblages of Mesolithic, Neolithic and Bronze Age worked flint, and for the latter periods, pottery. Along this stretch of coast, the landscape has changed in response to fluctuating sea levels, flooding, draining and investment in sea defences. There is potential for prehistoric settlement within the intertidal zone of the Conservation Area, possibly in the form of submerged landscapes. The potential for the survival of waterlogged material within the intertidal zone is of significance as a wider variety of material can survive in these deposits such as wooden artefacts and organic remains which provide greater insight into the use of the site as well as environmental conditions of the time.

The continuing erosion of the cliffs, especially at Walton, poses a threat to the archaeological resource along the coastal stretch within the Conservation Area. Evidence for settlement and activity, including burials have been recovered fallen from the eroding cliffs for many years and the likelihood that further archaeological remains will be lost is high.





3. Assessment of Significance

3.1 Summary

The significance of the Frinton and Walton Conservation Area derives from its character and appearance as a seaside town, which developed as result of the expansion of the railway in the late nineteenth century. While the two areas are linked by the long stretch of seafront, the towns were evolved through different aspirations, giving each town its own unique character.

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The small towns developed independently, yet their primary function and thus significance is defined by the two being leisure destinations. Frinton-on-Sea was designed to appeal to the upper-middle class and discouraged day-trippers, providing an exclusive residential context. Conversely, day-trippers were drawn to Walton-on-the-Naze, which developed into a traditional British tourist seaside town. As a result of each town developing independently, they each present a distinctly different character. Although, both were largely a product of the arrival of the railway, and so Frinton and Walton's historic building stock largely dates from a similar period.



Figure 21 Frinton station



Figure 22 Walton's seafront

3.2 Views

Key views are identified on Figure 25. The views included in this assessment are a selection of key views; this list is not exhaustive and there may be other views of significance. Any proposals for development within the Conservation Area, or its environs, should consider the views below and any others which may be relevant or highlighted as part of a bespoke assessment of that proposal.

Frinton

South along the Avenues: These views to the south along the Avenues are framed by the tree lined roads and verges which lead the eye towards the sea. The straight, parallel roads lead towards the seafront which creates wide terminating vistas. They reflect the residential, green, and grand character of the area.

North along the Avenues: These views to the north along the Avenues are also framed by the tree lined verges. The straight roads stretch far into the distance, and are residential, green, and grand in character. Notably, the view north along Upper Fourth Avenue is terminated by the station.

West from Ashlyn's Road: The view here takes in the surrounding agricultural land of Frinton and allows for an appreciation of its open setting. The ground is fairly undulating, and in the distance, it slopes up to the west, affording views towards All Saints Church which sits on high ground. This view allows for an appreciation of the rural setting of Frinton, with the isolated church tower prominent on the crest of the hill.

North and south along Connaught Avenue: These views take in the commercial centre of the settlement. This street is densely built up with a variety of architectural features, massing, rooflines and apertures which adds interest to the view.

View from end of Connaught Avenue: This view north takes in the entrance to the built core of Connaught Avenue, at an area which is open in character, with views towards the Memorial Garden dedicated to Field-Marshal the Viscount Byng of Vimy and the Frinton Free Church. It is a good position to take in the character of the area, with the busy High Street to the north, Church of St Mary to the west, and



The Greensward to the south.

The Esplanade east and west: views along the Esplanade are significant in that they take in the highest number of grand, seaside buildings, reflecting Frinton's development as an exclusive seaside resort. Particularly to the east, the Esplanade rises slightly, creating a stacked view of roofs and turrets against the sky.

Along seafront: Views along the coastal path make a considerable contribution to the character of the area. They are typical of seaside towns, comprising of swathes of sandy beaches, groynes, and the rows of beach huts which sit under the cliffs. Frinton's seafront is open and uncluttered, making the views unspoilt. Out to sea, the waves and distant wind farms introduce a steady kinetic element to the views.

From the Crescent Gardens south: The space within the garden is designed to afford views to the south, with a gap in planting framing the view overlooking The Greensward and the sea; benches which line the curved walkway face towards the south, providing an opportunity for visitors to take in the view.

Central Avenue south: the view from the railway to the south along Central Avenue forms a key view within the original design of Frinton Park Estate. The street trees frame a view towards the sea in the south, where the top of a sea shelter can be seen terminating the view.

Easton Way and Graces Walk: These views take in the groups of the Modern Movement houses and are significant in that they allow for an appreciation of how Frinton Park was envisaged. The concentration of white, boxy, flat roofed buildings creates a strong sense of place, which is best appreciated in these views where many of the houses are visible together.

From Greensward north-west: There is an important viewpoint of the crescent of Modern Movement houses, which spans from Cliff Way to The Leas. This consistent row of Modern Movement houses creates a striking view, which is unique to Frinton.



Seafront looking west: Along the eastern end of the seafront is a dogleg, where there are pleasant views west towards Frinton and east towards Walton. The Pier is a prominent feature of this view, enhancing the seaside character of the area.

Walton

Due to the development pattern of Walton, there are relatively limited views when standing in the residential and commercial areas. There are glimpses of the seafront throughout the area, largely afforded at the end of the roads which join the seafront.

Looking south down Saville Street: Saville Street continues beyond the High Street and meets The Parade; this creates a strong and uninterrupted view of the sea and Pier. This is one of the only views of the sea throughout the commercial centre.

Between The Parade and Woodberry Way: There is a significant view of the sea from here. Due to the layout of the road and the gardens set on a triangular point, there are views north-east across the meandering parade and the Pier, as well as views south across Southcliffe. The atmosphere from this viewpoint is generally the most tranquil in the area, set on higher ground, removed from the bustling noise of traffic with long views out to sea.

Sea front looking south: The promenade winds into the land creating an open view of the stretch of sand connection Walton and Frinton and Walton. The rows of beach huts positively contribute the character and appearance of Walton as a Seaside Town.

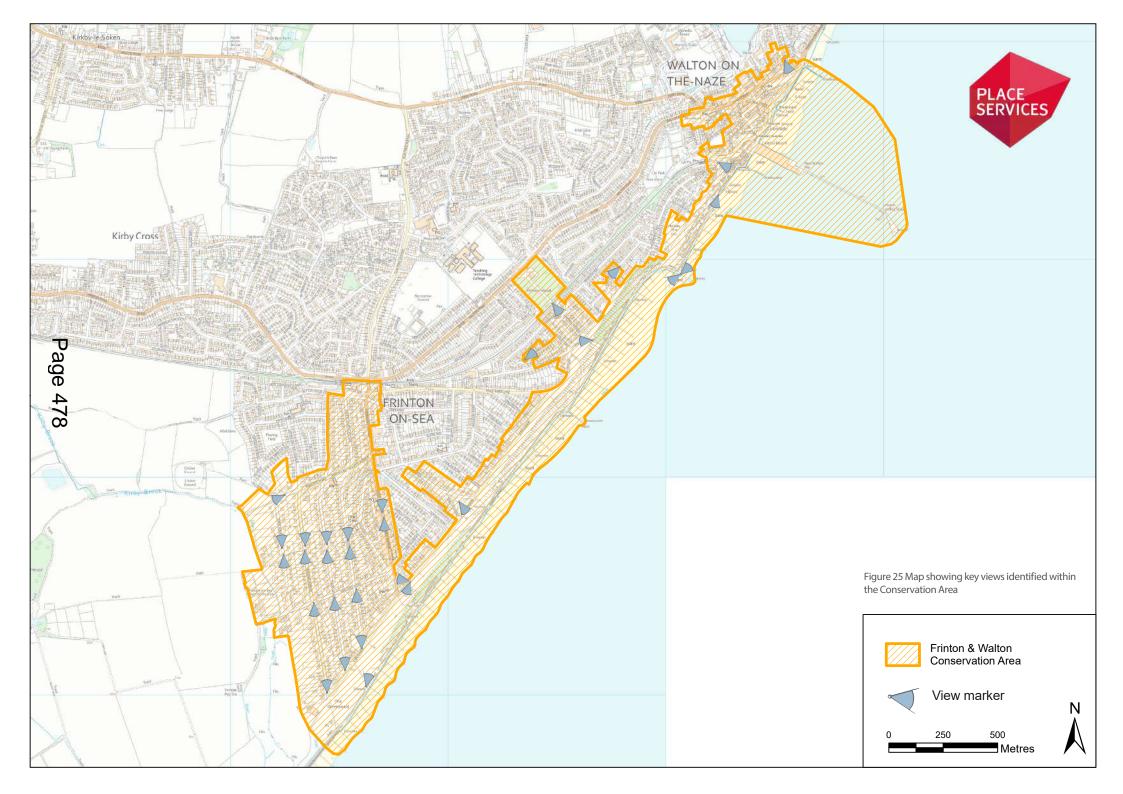
There are many glimpsed views of All Saints church throughout Walton which is a way marker toward of the Commercial Core (see figures 23 and 24). This includes views between sky gaps where pitches fall, looking west along the High Street; looking north down Church Road the descends towards the High Street which provides greater views of All Saints Church and beyond to the wider setting of the Conservation Area.



Figure 23 Glmipsed view of All Saints church



Figure 24 Glmipsed view of All Saints church tower





3.3 Setting of the Conservation Area

The NPPF describes the setting of a heritage asset as:

The surroundings in which a heritage asset is experienced. Its extent is not fixed and may change as the asset and its surroundings evolve. Elements of a setting may make a positive or negative contribution to the significance of an asset, may affect the ability to appreciate that significance or may be neutral.

Historic England, The Setting of Heritage Assets: Historic Environment Good Practice Advice in Planning Note 3 (2017) indicates that the setting of a heritage asset is the surroundings in which the asset is experienced. It goes on to note 'Where that experience is capable of being affected by a proposed development (in any way) then the proposed development can be said to affect the setting of that asset'

Historic England's guidance on setting includes a:

"(non-exhaustive) check-list of potential attributes of a setting that may help to elucidate its contribution to significance'. As the advice note states, 'only a limited selection of the attributes listed will be of a particular relevance to an asset."

This checklist has been used to inform this assessment.

The Conservation Area draws significance from features and spaces outside of its boundary, most notably from the sea.

Setting of Frinton

In Frinton, the grand seafront buildings, residential side streets, Connaught Avenue, the Crescent Gardens and Frinton Park Estate are deliberately orientated towards the sea, to afford the best views of the coast and to create a pleasant resort. The large green space, The Greensward, stretches along the clifftop and provides a key space by which the seaside setting can be appreciated. In Walton, the Pier currently provides a focal point to views and the open views of the sea undoubtedly enhance the special character and appearance of the Conservation Area.

To the west of the Conservation Area is Frinton Golf Course and a swathe of open arable fields between Frinton and Great Holland. These fields make a positive contribution to the area. They are a remnant of the historic landscape here before the creation of the seaside resort, which comprised dispersed settlements, farmsteads and churches (the Grade II* listed Church of All Saints in Great Holland and the Grade II* listed Church of St Mary in Frinton). The crescent shaped Golf Course is located to the south-west of the Conservation Area. It is a pleasant semi-ornamental landscape which is of historic value to the Frinton Resort, as it was built by Sir Richard Cooper in 1895. It is also a Protected Open Space recognised by Tendring District Council.

The north of the Conservation Area is largely dominated by residential development. Residential streets of note are the pleasant, twentieth-century tree lined streets such as Queens, Raglan, Cambridge, Oxford, Eton and Winchester Roads, which run parallel to The Crescent. These streets comprise of wide roads with grass verges and street trees, which lead the eye to the sea, and the buildings are predominantly early mid-twentieth-century detached villas, which make a positive contribution to the setting of the Conservation Area. Further north, later development makes a neutral contribution to the Conservation Area, although does reflect its continued expansion, and contains some buildings and features which are of merit. For example, the Village sign located on Frinton Road at the junction with Walton Road and Connaught Avenue makes a positive contribution to the setting of the Conservation Area, marking its beginning. This residential development is also bisected by the railway, which makes a positive contribution to our understanding of the resort, which was only made possible by the introduction of the railway line in 1867.

There are areas of modern development within Frinton located outside the boundary of the Conservation Area which make a neutral or negative impact to its character and appearance. For example, the car dealership on Connaught Avenue is uncharacteristic in its materials, massing, and in the introduction of a large, paved frontage with parked vehicles which detract from the experience of the street. The modern, red brick commercial and residential buildings on its southern side from Number 122 – Hammond Court make a neutral contribution. At the southern end of Connaught Avenue is Forres, a large block of flats located on the eastern side of the road. This development is an uncharacteristic three storey post-war block of flats, which is utilitarian in its architectural style and massing. Marine Court and Queens House are located on the Esplanade and comprise of a block of three storey flats; their materials and massing are uncharacteristic of the area, although the buildings are set back from the road behind a well-maintained garden, which provides a pleasant buffer from the street. Further east, Kings House is an eight-storey block of flats, which is of an inappropriate scale for the area and is a prominent feature in views along the Esplanade and from The Greensward. The building is however of some interest for its landscaped front garden and architecturally, as it is raised on pillars and triangular stilts. Dolphin Court, another block of flats, makes a neutral contribution to the area, due to its uncharacteristic massing.

Setting of Walton

To the north, the development of Walton continues along the sea edge, extending up to The Naze. The development is bound to the north and northwest by agrarian landscape. Located further north is Walton Mere and Hamford Water National Nature Reserve. There are some views of the Mere from North Street although the views are limited. The Mere and open landscape to the north provides an open sky backdrop with glimpses of greenery from within the Conservation Area.

To the south, Walton is bounded by modern housing development dating from the mid-to-late twentieth century which makes a neutral contribution to its setting. This development links Walton to Frinton and reflects the continued post-war expansion of the area. To the west, the Conservation Area is bounded by open agricultural fields which separate the development from the neighbouring settlement of Kirby-le-Soken. The eastern edge of the Conservation Area boundary runs along the seafront, the open water and swathes of beach are a defining feature of the Conservation Area's significance as a Victorian seaside resort.



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Figure 26 View south of Frinton outside of the Conservation Area







3.4 Character Assessment

This Conservation Area contains 10 distinct character areas. These are shown on Figure 27.

Section 3.4 of this document describes the overall character of each of these areas, first providing a summary of each, and then analysing the components which contribute to its distinctive character and appearance in more detail.

The character areas are:

Frinton Character Area One: The Avenues

Frinton Character Area Two: Commercial Centre

Frinton Character Area Three: Old Road

Frinton Character Area Four: The Seafront

Frinton Character Area Five: Modern Movement

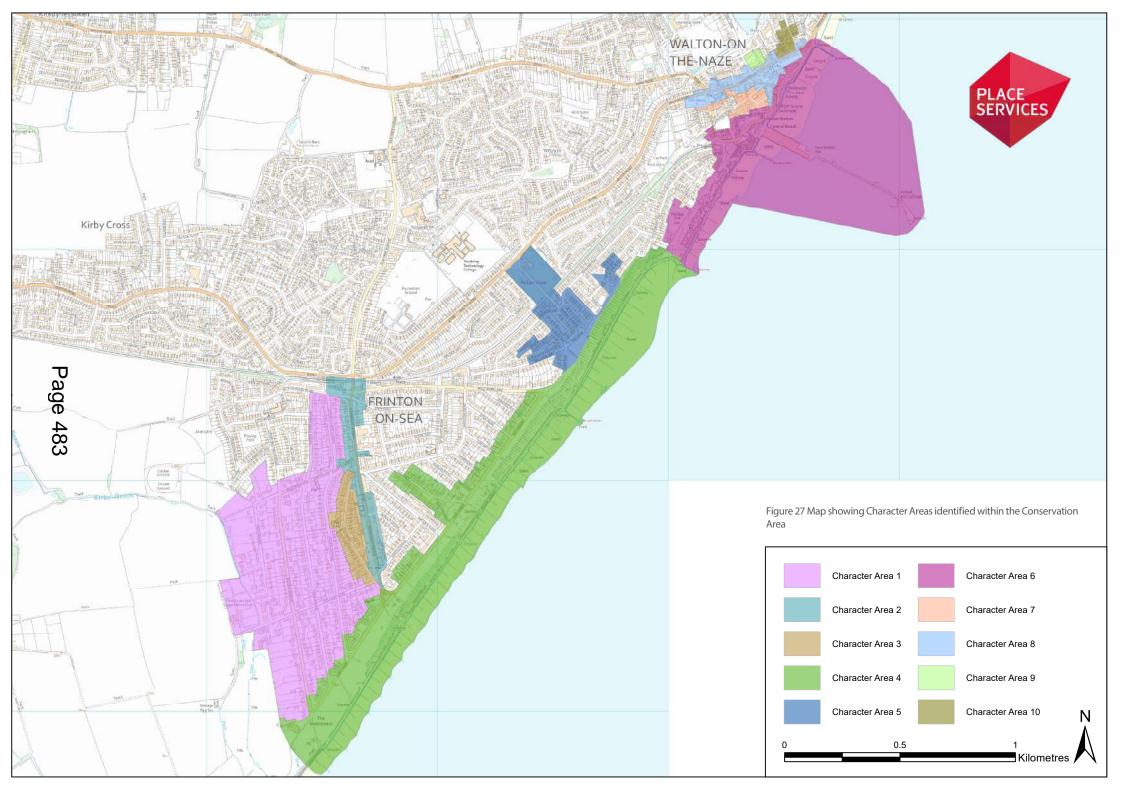
Walton Character Area Six: The Sea Front

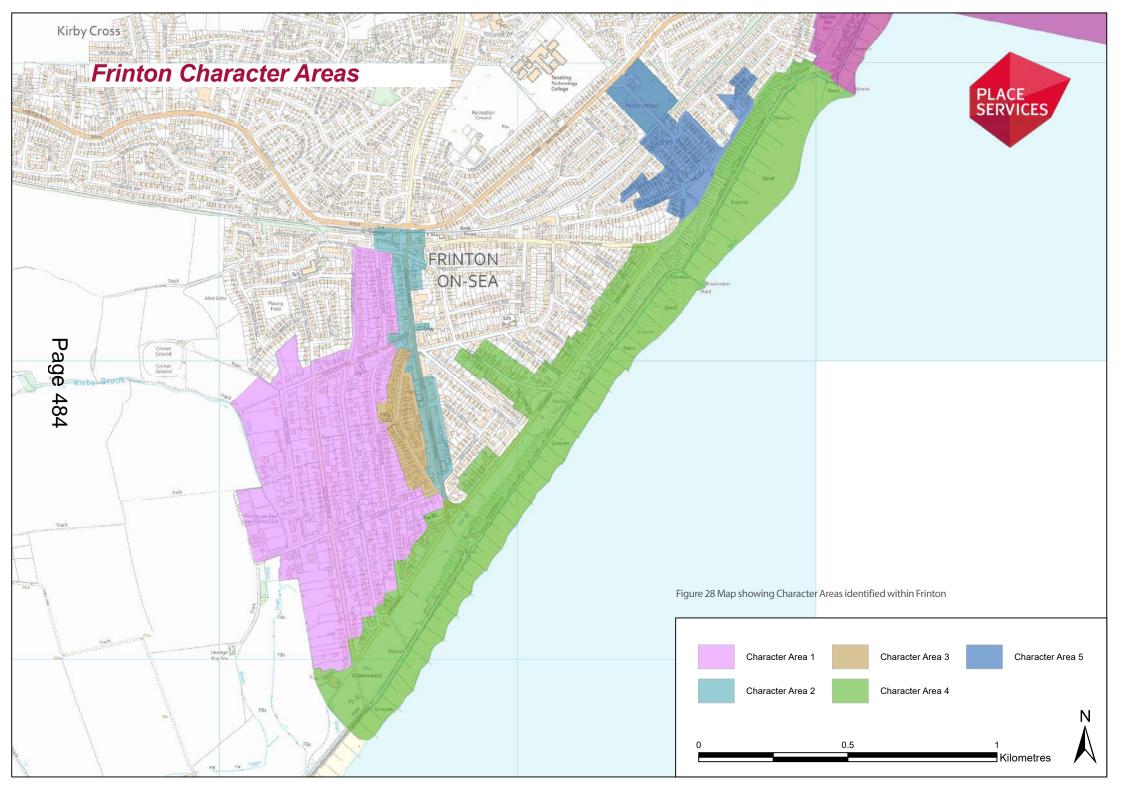
Walton Character Area Seven: Residential Area

Walton Character Area Eight: The Commercial Centre

Walton Character Area Nine: Alfred Terrace

Walton Character Area Ten: Saville Street and North Street





Frinton Character Area One: The Avenues

Summary of character area

This character area comprises the linear streets introduced to the fashionable seaside resort of Frinton from the late nineteenth century onwards. The villas are varied and are good examples of English domestic architecture, dating predominantly from the foundation of the resort in the 1890's to its heyday in the 1930's. Some of the finest houses are found on Second Avenue. There is one listed building in this area:

- C F A Voysey's Homestead, Grade II* listed (list entry: 1111531)

The area is also covered by Policy PPL 11 in the Local Plan (2022).

The houses found within this character area are detached, with varied massing and a wealth of attractive details in high quality building materials. They are set in spacious gardens with designed frontages; boundary walls are frequently made of 'crazy' brick style, a technique using brick kiln rubble, and are often surmounted by hedges. Mature street trees line the avenues, contributing to the verdant, residential character of the area, and low boundary treatments allow for views into landscaped front garden plots.



Figure 29 The Grade II Listed Homestead







Figure 30 Example of roofscape along Avenues



Figure 31 Number 30 Ashlyn's Road

The Avenues comprise of a grid layout of grand residential streets, lined with trees and populated with large, detached villas set within generous gardens. Buildings are predominantly two storeys, in red brick and/or lightly painted render with plain tile roofs. However, there is a range of planforms and massing, resulting in a varied roofscape. Each dwelling is adorned with a range of architectural features, such as turrets, balconies and porches, classical doorcases, mock Tudor exposed beams, chimney stacks, and gable ends (Dutch influenced in rare cases). The Avenues are predominantly flat with a slight brow, which means that the southern section of each avenue shares a visual connection with the sea.

To the west of the area, First Avenue is the first street which journeys south from Ashlyn's Road. This street is residential in character; it is a fairly wide road, with generous pavements and often with boundary treatments abutting the pavement to the south or set within narrow grass verges to the north. Boundary treatments are varied, ranging from hedges, brick, and some close board fencing. These are often tall, which contribute to an enclosed and private feeling on the street, although some plots are without boundary treatment. To the north are some street trees, many of which are blossom, and make a positive contribution to the appearance of the streetscape. Dwellings are set within large gardens, often partially visible from the road. These are green in character, comprising of large lawns, with considered planting and landscaping. The dwellings are varied in architectural style, adding considerable interest to the area. The cul-de-sac section of First Avenue is generally of much later houses which make a neutral contribution, predominantly constructed in red brick often with detailing such as hung tiles and door casing.

To the east, the Second Avenue is the first to span the full length from Esplanade to Ashlyn's Road. It is a grand street, with wide grass verges, street trees, and strong boundary treatments which separate the pavement from large plots within which are a range of detached housing. Front gardens are often visible from the street, and contain mature planting and hedgerows, which contribute to the verdant character of the street. The grand residential buildings along the street appear



isolated within green spaces, the rooflines interspersed by trees and sky. At the midpoint of the road, on the junction with Holland Road, is the only listed building within the area; the grade II* listed Charles Francis Annesley Voysey's homestead, constructed in 1905-6. It is a two-storey building in rough rendered brick, with a green slate roof and offset chimney turret. The building is set behind a low stone wall with substantial shrub border planting and dispersed garden trees.

Further east is Third Avenue, which runs parallel to Second Avenue; it is comparable in character, comprising of a wide street with grassed verges, street trees, and large detached residential dwellings. This street differs in that the houses are positioned closer together, particularly to the south, creating a more consistent rhythm to the street scene. Further north, stronger boundary treatments and mature planting break up the building line. Boundary treatments are varied, comprising of brick, hedgerows and some close board fencing.

Fourth Avenue, the final in the row, is of similar character to Third Avenue; it is tree lined with a narrow grass verge, and its grander buildings are found to the north of the road. To the south, there has been some erosion of the historic green character of the area through the introduction of modern infill, which make a neutral contribution, and substantial paving to front garden plots. Portland House is a modern block of flats which is in a prominent corner plot on Ashlyn's Road and Fourth Avenue. This building uses materials and proportions which are uncharacteristic of the area, making a neutral contribution, and is three-storeys in height, also uncommon within the historic residential area. The building is, however, set back from the road behind a small green with tree planting, which provides a pleasant buffer and reduces the impact the building makes to the street scape.

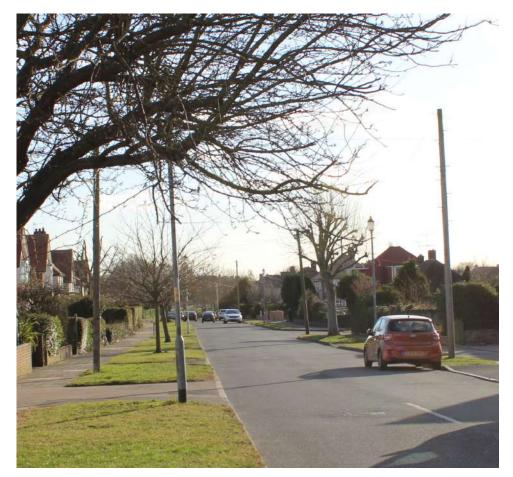


Figure 32 Street trees and grass verges along the Avenues



St Mary's Parish Church is located to the north-east side of the road and is unique for its use and architectural style within an otherwise overwhelmingly residential area, making a positive contribution to the area.

Holland Road, which bisects the Avenues, slopes up to the east, affording views along it to the wider arable setting in the west. Its residential buildings are varied in architectural style and are set back from the road within generous plots, similar to those on the Avenues. There has been more noticeable loss of historic boundary treatments on this road, with many gardens bordered by high close board fencing.

Ashlyn's Road is similar in character to the Avenues with wide roads, grass verges and properties set within spacious plots. Ashlyn's Road contains more modern dwellings and runs east to west as opposed to the Avenues which are set on a north south axis. The road opens around a green where Ashlyn's Road meets Fourth Avenue, which provides a focal point to the street and allows for long views towards the Methodist Church, a red brick building with decorative gault brick detail which makes a positive contribution.

Upper Fourth Avenue stretches from Ashlyn's Road to Witton Wood Road and is comparable in character to the Avenues in the south, however, comprises smaller plots with some terraced and semi-detached housing. Its buildings are predominantly in red brick or painted render, with timbered gables and hung tiles also a common feature. Plots along this street have largely retained front gardens and boundary walls, which are often in red brick with some in the 'crazy' brick style, such as at Numbers 31 and 29. These features are reflecting of the character and appearance of the area and make a positive contribution. Numbers 9 - 21 are unusual in their material and form, comprising a terraced row of cottages built in gault brick with slate roofs and projecting gable ends to the north and south. They make a positive contribution to the streetscape.



Figure 33 St Mary's Parish Church



Land Usage

The overriding land use of this area is residential. The majority of spaces and features within the area relate to this residential use; private plots are large, covering much of the area, and the remaining land comprises the public spaces such as roads and verges which cater to the area. The Methodist Church is located to the north of the area and introduces an ecclesiastical element to the area.

Landscaping and Open Spaces

Landscaping and open space is integral to the character of this area. It is largely defined by its grid form, with grassed verges and street trees designed into the street layout. Due to this design, the views along each street are verdant and open in character, making a strong contribution to the sense of place here.

Private landscaping also makes a positive contribution to the area. Low boundary walls frequently afford views into private gardens, which are mostly planted with mature trees and shrubs, which border generous lawns. These gardens add interest to the area, and many feature designed elements such as manicured trees and hedges, flower beds, and even gravel parterres, all of which are of aesthetic value.

There is a large green on Ashlyn's Road where the Methodist Church stands, which is bordered by street trees, and makes a positive contribution as a public area of green space.



Figure 34 The green on Ashlyn's Road, opposite the Methodist Church



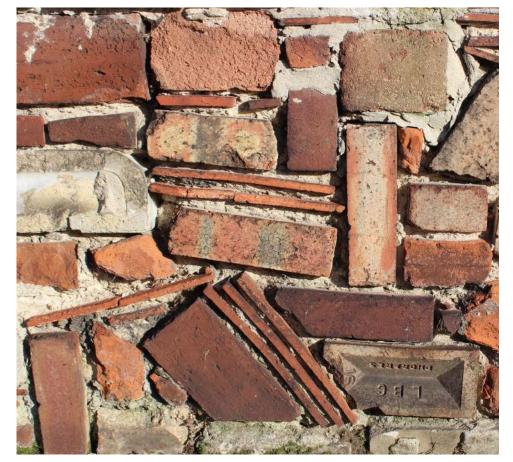


Figure 35 'Crazy' brick detailing of Burr Walls

Local Building Materials and Details

Buildings throughout this area are characteristically varied, however the use of traditional local materials are a consistent quality; this predominantly includes red brick, painted render, and plain or slate tile roofs. The houses are unique and display ornate detailing, which aimed to set them apart and bring a distinct character to each home. Some notable details within the area include hung tiles, half-timber and mock Tudor facades, herringbone brick detailing, hipped roofs and gable roofs (with some rare examples of Dutch gables), stone detailing, decorative barge boarding, shuttered windows, prominent chimney stacks, and typical seaside additions such as porches, balconies and turrets. Details to apertures are highly varied across the architectural styles of housing, ranging from traditional sashes to octagonal bays, turrets, arches and fanlights, small panes and leaded windows.

Typically, boundary treatments are constructed in red brick or 'crazy' brick. This method refers to the use of brick kiln rubble to create a textured and irregular wall, and can be found peppered throughout the area, adding interest and making a positive contribution.

Paving materials are varied, however of note are the Scoria bricks which line the edges of the road; these blue bricks make a positive contribution to the area, and are a detail found across towns in Tendring.

Public Realm

The public realm within this area comprises the verges and pavements lining the linear roads. Street furniture is simple and uncluttered, and includes post-boxes and lampposts, with traditional lanterns set on tall concrete posts.



Contribution by Key Un-Listed Buildings

Principally the buildings with the character area are notable for the group value of properties. As a whole, the building stock is of high quality, reflective of a range of architectural trends and made with quality building materials. The majority of buildings within this area make a positive contribution to the grand, residential character. There are, however, a number of buildings which make a distinct and notable contribution in their own right. As outlined in Section 2.2, this list in not exhaustive, there are many buildings within the area which make a positive contribution to its character and appearance.

Address	Description
24 to 20, Second Avenue	A group of well-preserved dwellings in the Arts and Crafts style. They have details which are typical of the movement, including hipped roofs, dormers, hung tiles, half timbering, leaded windows and large chimneys. They make a positive contribution to the historic character of the street and are of aesthetic and architectural interest.
47, Second Avenue	To the north of Holland Road on the west side of Second Avenue is a notable house; it is of two and half storeys with a plain tile roof punctuated by tall chimney stacks, and white painted render. There are two prominent stepped Dutch gables on the main façade, and a fluted front porch. Apertures are irregular, some with brick flat arch detailing and keystones, and those on the first floor are shuttered.
9, Third Avenue (The Studio)	A rare example of the Modern Movement within this area. This house was designed by A. Douglas Robinson for T. Cannon Brookes, 1930, and is set within a densely planted garden which partially shields it from view from the street. Further information on the site is available at the Essex Record Office (ERO, D/UFr Pb1/969)
48, Third Avenue	A modest building with rendered walls and a Dutch gable; its most striking feature is its roof of green glazed pantiles. Pevsner notes this property was designed by R.J. Page of Tomkins, Homer & Ley in what Osbert Lancaster dubbed the 'Pseudish' style 1935
The Methodist Church, Ashlyn's Road	A notable building of architectural interest and makes a positive contribution to the area. It is red brick with stone detail and stone arched windows to the south. Some windows on the west elevation have been replaced. There is a low red brick wall topped by iron railing to the south of the church.





Figure 36 View south along Connaught Avenue

Frinton Character Area Two: Commercial Centre

Summary of character area

This area derives its character and appearance predominantly from its central main street where there is a high concentration of buildings. The area is enclosed in character, due to the strong building line and density of historic buildings and shopfronts. Further north, the area is greener and more open, the wide street and public realm features allude to the arterial nature of the street. The Station and railway line act as the northern boundary to the Conservation Area, providing a clear gateway; these features, along with the flow of pedestrian and vehicular traffic, create a more urban and busy character area.

The commercial centre of Frinton comprises the area along Connaught Avenue, stretching from the station in the north and seafront to the south. The commercial centre of Frinton was a focal point during its heyday and is reflected in the buildings found here. It is enclosed in character, serving as a main arterial road which connects the station with the stretch of shops. Many early shopfronts and interesting architecture survive.

The north of the area is bounded by the railway line, which acts as a gateway into the Conservation Area. To the south, the pavement is lined with street trees and then on each side of the road are gardens bounded by white picket fences topped with hedgerows and shrubs. These provide a pleasant and verdant welcome into the area. Garden and Railway Museum is located to the west side of Frinton's Crossing Cottage. The road opens at the junction between Connaught Avenue, Pole Barn Lane and Station Approach, with areas of public realm and raised



flowerbeds adding to the special interest and importance of the road, reflecting its use as an arterial way through the town. A collection of red brick and rendered buildings are grouped at the Pole Barn Lane junction and are prominent within corner plots with architectural detailing such as curved facades and historic shopfronts. Opposite, on Station Approach, is a small one storey red brick building and the Wittonwood Spinney, now used as the Station Garden. The station building is to the west, a single storey red brick building with simple architectural details.

Heading south is a stretch of residential buildings between Green Way and Witton Wood Road ad Ashlyn's Road. These houses are varied in architectural style and are set back from the wide road and generous pavements lined with street trees and benches. They are also set behind low boundary walls, often with planted front gardens. These, along with the street trees, contribute to the sense of importance along this main avenue into the commercial heart of Frinton.

At the junction of Connaught Avenue and Fourth Avenue are a group of notable buildings, including the former Cooper Estate Office on the corner, to the south of the road. It is in the Arts and Crafts style, half-timbered over brick with stone details. The original pyramid roof on the octagonal tower on the leading corner has since been lost. Opposite the junction is the church, an interesting building in painted render with exposed timber detail.

Further south, the start of the commercial centre is marked by the junction of Old Road and Queen's Road. There is an area of public realm with planted flower beds, benches and bike racks; views towards the south are dominated by two modern buildings (one of which falls outside of the Conservation Area) flanking the road with prominent gable ends to the north. From here, the street has an enclosed character, with buildings of varying architectural styles, heights and detailing set close to one another adding interest to the street scape and roof scape. On street parking also contributes to an enclosed character, and the street is lined with trees and street furniture. The north-west predominantly contains historic red brick buildings with ground floor shopfronts. There are a range of architectural details including parapets, rubbed bricks, bay windows and historic shopfront detail. A stretch of shops to the west from 117 - 123 Connaught Avenue are uncharacteristic of the historic high street due to their single storey height, yellow brick and concrete facades and largely modern shopfronts, and make a neutral contribution to the area.

Further south the building line continues predominantly in red brick with ground floor shopfronts and some unusual detail, such as Number 113 in the limed oak style, mimicking medieval timber details with a projecting bay and a carved bressummer. The Post Office building is notable for its architectural interest and makes a positive contribution to the streetscape. Continuing south, buildings are typically three-storeys in height, adding to the sense of grandeur and creating a consistent streetscene, which terminates to the south towards the seafront. A stretch of notable buildings has heavily glazed gables, adjacent is a three-storey building gable end to road, all with rubbed brick voussoirs in facades of red or brown brick. At Number 75 is Barclays Bank is in Queen Anne Baroque, with four grand order pilasters supporting a timber cornice with big modillion brackets between windows with decorative surrounds. The ground floor frontage is of smooth render painted white, with an unsympathetic turquoise plastic fascia.

Further south is a row of terraced buildings painted in bright white and cream, which make a positive contribution to the streetscene. Their gables are dominant features and form a consistent group of seven frontages with large and small alternating gables, some in Dutch gable style. Opposite them is the Frinton Free Church, a large red brick building with interesting apertures including circular windows within the main gable ends. It also has a tower to the south, topped with a dome and decorated with clocks. The church acts as the entrance to the commercial street, marking the end of the dense building line to the east side. To the west, a row of two and half to three storey red brick buildings continue south and wrap around the corner to overlook a small public realm space, which terminates the street.

Land Usage

There is a variety of land use throughout the area, however the key area is to the south, where the highest concentration of commercial buildings can be found. The street comprises buildings which have shopfronts and restaurants at ground floor level, often with flats above, which introduces some residential use to the area.

On the east side of Connaught Avenue are two ecclesiastical buildings; the Catholic Church is located at the midpoint, and the Frinton Free Church is to the south. These buildings both make a positive contribution to the area and are of architectural interest and communal value.

To the north, there is a greater variety of land uses. A stretch of the road includes residential detached buildings, which terminate at a large junction in the north, where a group of commercial buildings, public realm spaces, Frinton's Crossing Cottage Museum and Garden, the Station and railway are located. This variety makes a positive contribution to the character of the area and creates a sense of openness and importance at the gateway area to the Conservation Area.

PLACE SERVICES

Landscaping and Open Spaces

The key areas of landscaping can be found in public realm spaces to the north and south of the area. The south comprises a triangular space at the junction of Old Road and Connaught Avenue known as Gun Gardens and now the Lord Byng of Vimy; it is largely paved, with raised beds planted with shrubs and trees, and with plenty of benches. A telephone box is also located in the space. This formal landscaping makes a positive contribution to the area and reflects the planned design of the avenue, providing a pleasant place of considered landscaping between the seafront and the commercial spaces of the town.

To the north are a range of open spaces, including paved and planted areas of public realm which are similar in character to that in the south, as well as more informal gardens and green spaces. The Spinney is a nature reserve located opposite the Station and is a narrow area of recently redesigned green space. The area had contained dense tree and shrub planting, however, work in 2019 removed overgrown planting and created a more formal space, with a walkway, border planting, benches, fountain, and tree avenue. The space is bordered by a low wall, and functions as pedestrian access to the Station, making a positive improvement to the gateway here. Opposite this green is the garden of Crossing Cottage; this is a well-maintained garden which provides a secluded and pleasant garden space within the core of the town. It is bordered by mature trees and shrubs a low white picket fence.

Some private landscaped spaces also make a positive contribution to the character of the area. For example, a line of mature fir trees and a willow tree are located in the garden of 148 Connaught Avenue and make a positive contribution to the streetscape. Many of the front gardens along Connaught Avenue also have shrubs, trees and hedges which make a positive contribution, and create a sense of openness in the north of the area.





Figure 37 Brick frontages on the east side of Connaught Avenue, with varied rooflines and gables fronts to the south

Local Building Materials and Details

Despite the variety of architectural styles and types of building within this area, the predominant traditional building materials are consistent. Buildings are constructed largely in red brick, with some half-timber or painted render. Roofing is largely in plain tiles.

There are some exceptions, such as a yellow brick house at 163 Connaught Avenue, with some yellow brick buildings in the commercial centre (such as numbers 88 – 92 Connaught Avenue, and Number 115 which is half yellow brick half-timber clad). Otherwise, the built stock in this area is overwhelmingly made of red brick and a light paint palette of whites and creams.

The details within this area are characteristically varied, due to the range in buildings within the commercial centre. There are an unusually high number of single storey shopfronts, which provide evidence of planned development which was left unfinished. Gable ends are important features in the appearance of Connaught Avenue, particularly in the south, they often front onto the street and contributing to the variety of the street scape.

Rooflines are varied and tend to be more varied where original buildings have survived within the south of the area. Chimney stacks are often visible from the street, punctuating the sky, and adding to the interest of the roofscape.



Public Realm

A small area of public realm space is formed to the south of the area, where Connaught Avenue meets Old Road. This triangle shaped area comprises pebbled and stone paving, with benches, flower and shrub planting, a traditional telephone box and black metal waste bin. Part of the garden is a Memorial Garden, dedicated to a Field-Marshal the Viscount Byng of Vimy, with an interpretation board detailing his military career and connection with Thorpe Hall. It is a well-designed and maintained area, of communal value as a memorial garden, and is open in character with views out to surrounding streets and the Esplanade to the south.

Along Connaught Avenue public realm features are of high quality and make a positive contribution to the historic character and appearance of the high street. Trees line the pavement and are often surrounded by iron railings, which adds to the more urban character of the commercial centre of the town. The lampposts also make a positive contribution and are orb lanterns with metal fittings and finials atop the domed lantern and post.

To the north of the area is a triangle of public realm space, where Connaught Avenue meets Old Road. It is paved with raised flower beds, planted with shrubs and flowers. Eight benches surround a central, circular brick bed which is also planted with manicured shrubs and flowers. This space makes a positive contribution to the area, providing formal green space within the commercial centre of the town.

Other public realm features include metal bike racks to the north and south of the area, and black metal waste bins throughout.



Figure 38 Public realm space to the south of Connaught Avenue



Contribution by Key Un-Listed Buildings

Key buildings within the character area have been identified below. As outlined in Section 2.2, this list in not exhaustive, there are many buildings within the area which make a positive contribution to its character and appearance. Those that present high quality detailing, use traditional and local materials, and relate to the architectural context of the area form part of the Conservation Area's significance.

Address	Description	
The Station, Station Approach	The station is a single storey red brick building, pleasantly proportioned, with a prominent gable to its front elevation. It has simple architectural detailing, including arched windows with brick arches, and brick banding. It has a plain tile roof, with prominent chimney stacks. The building is prominent in views and is the terminating view north along Upper Fourth Avenue. The station makes a positive contribution to the area, for its historic, architectural, and communal values.	
90, Connaught Avenue	Number 90 is the former Cooper Estate Office. It was constructed in the Arts and Crafts style. It is half timbered over brick with stone details. Its ground floor windows are large and arched, with keystone detailing. The octagonal tower on the leading corner is a notable feature of the building and makes a positive contribution.	
Catholic Church, Connaught Avenue	The property was built in 1904 by the architect William Hayne and was originally used as a public hall and is named as Queen's Hall on the 1923 Ordnance Survey map. It was converted into a church in the 1920s. The building is in mock Tudor style, with a brightly painted façade. The building makes a positive contribution to the street and forms a terminating view east along Ashlyn's Road and Fourth Avenue.	
125-129, Connaught Avenue	This is a terrace of notable buildings; they are two to three storeys in height, built in red brick with a range of architectural details. The northernmost building is three storeys, with a modern shopfront and fascia at ground floor level, a projecting bay at first floor with two windows above (replaced in aluminium) separated by creased tile work. There is also a parapet and toothings to the main façade, and an exposed gable which is evidence of an unfinished scheme here. Next door is a Queen Anne style building with rubbed brick details, a prominent dormer and an original shop front detail. To the south, the two-storey adjoining bakery has its 1930's original shopfront with green tiles.	
The Post Office, Connaught Avenue	This two-storey building constructed in the Queen Anne style in 1913 with its date inscribed on its semi- circular pediment along with delicate floral detail. The building is of architectural interest, with timber dentilled eaves, rubbed brick details, and leaded lights in cross-mullioned windows at first floor level. Its main entrance is accessed by a ramp with iron railings, and its panelled door is encased by decorated stone. Above the door is an inscription reading 'POST OFFICE'. A single storey annex to the north side has an attractive gable fronting onto the street.	



The Barclays Bank, Connaught Avenue	A three storeys property, built in the Queen Anne Baroque style, with four grand order pilasters supporting a timber cornice and modillion brackets between windows with decorative surrounds. The ground floor frontage is of smooth render painted white, with a modern white plastic fascia. The property is a is a grand and notable building, making a positive contribution to the street.	
53 and 55, Connaught Avenue	A pair of interesting buildings; they are three storeys in red brick with historic shopfronts. They have stacked bay windows to the first and second floor, and prominent Dutch gables. They also have blind arches stretching from the first to second floor which add to their architectural interest.	
21 – 33, Connaught Avenue	A brightly painted row of terraced properties with large and small alternating gables, some in Dutch gable style. They have brick detailing such as window arches and keystones, and plain tile roofs with decorate ridge tiles.	
Frinton Free Church, Connaught Avenue	A large red brick building with stone detailing. The building has interesting details including circular windows within the main gable ends and arched windows. It also has a tower to the south, topped with a dome and with clocks on each elevation. It is set within a corner plot, which is paved with some planting and bordered by a low hedge, which makes a positive contribution to the streetscape	
1, Connaught Avenue	A prominent corner plot development, the southern façade of the building is curved, with historic shopfronts, bay windows to the first and second floor, and prominent gables. It is a striking building which makes a positive contribution to the area and marks the southern end of the commercial centre.	
McGrigor Hall, 85 Fourth Avenue	A plain, single storey building, in white painted render with a plain tile roof. Over the front door is a stepped pediment with brick detailing. The building was built for Frinton Women's Institute (WI) in 1934 and was originally known as the Women's Institute Hall. The building was later renamed after Dorothy McGrigor, a founding member of the Frinton WI, who played a vital role in securing funding for the hall to be built. The building now functions as the only theatre in Frinton and is of note for its historic interest and community value.	
The Frinton War Memorial Club, 88 Fourth Avenue	The building was originally the Masonic Hall before this was moved to a permanent site at Central Avenue/Walton Road junction. It was established to honour the memory of those from Frinton who served in the First World War in 1921. The building is two storeys, red brick with painted render, with two large arched windows on the ground floor level with arch brick detailing. The final bay contains a memorial plaque, with a brick arch header, which holds a display of poppies and wreaths. The building makes a positive contribution for its aesthetic qualities, and as an important building for the community.	



Frinton Character Area Three: Old Road

Summary of character area

This character area is formed by Old Road, a crescent which runs between Fourth Avenue and Connaught Avenue. This area is characterised by its residential buildings to the north, with substantial areas of greenery with wide verges, and by commercial buildings to the east and south, which are more urban in character.

There is one listed building in this character area:

• Council House, Grade II (list entry: 1165599), originally named The Wick dating from c.1700, which is now a library.

The road is curved, which creates pleasant views to the north and south, incorporating the trees which line the road and the red brick buildings.

The north and south are separated by the church at the central point of the road, where the character becomes more built-up to the south, through the reduction of grass verges and fewer trees lining the street. There are periodic views to the rear elevations of Connaught Avenue, which adds interest and contributes to the more urban character of the area.

Its northern end begins with a group of commercial buildings, which make a neutral contribution; Numbers 115 – 117, which are altered and have a variety of paving materials, modern windows, and shopfronts. Further south, buildings predominantly comprise of pairs and terraced rows of Edwardian houses. These buildings are of group value, creating a strong rhythm to the streetscene and make a positive contribution to the historic character and appearance of the area. However, many



Figure 39 Shopfronts to the south of Old Road

have been altered, and have lost some of their historic detail. Notable are the loss of slate roofs, the introduction of paving of front gardens for parking, window and door alterations, and porch extensions. However, many have retained a historic character, and have some small tree and shrub planting to their front gardens, which provides a pleasant residential historic character.

The north-east of the area is formed by a stretch of grass verge, with tree planting and access to the backs of buildings on Connaught Avenue. Rear elevations are visible from Old Road and Old Way. Old way is an access lane running to the rear of the properties of Old Road and Connaught Avenue.







Figure 40 Glimpsed views to Connaught Avenue along pathways

There are some unique buildings on the north-east side of Old Road; St Cedd's Hall is a one storey, red brick hall of simple architectural design which makes a positive contribution to the historic character here. Further south, the green becomes a paved area of parking and altered buildings, one of which is dated 1902.

Further south, the buildings are larger in scale, set within more generous plots. They comprise mainly of pairs or groups of Edwardian properties, retaining original windows and other features. A one storey Chapel is located on the east side of the road, a red brick building with a triangular dormer and paved courtyard, bounded by a low brick wall with railings. Opposite is St Mary's Parish Church; this is a prominent building within the area, set back from the road behind a lawn and a substantial square structure. The design is a mix of flint with brick and courses, typical to East Anglia. The church hall to the north is concrete framed, with the original metal windows and margin lights, and makes a neutral contribution to the character and appearance of the area.

Further south beyond the church the area is green in character, and opposite the library, the widest part of the road, has a small green, with some self-seeded sycamores. Beyond the green to the east side of the road are a row of modern buildings and some late Victorian or Edwardian houses, opposite a group of post war buildings. The modern infill within this grouping makes a neutral contribution.

To the south, the character becomes more varied in its architectural styles and streetscape. Winston Court is the first building to mark this change; it is uncharacteristic of the area and is a negative contributor. Beyond this, is a single house in red brick with timbered gable, followed by a pleasant pair of doublefronted red brick houses, with slate roofs over red brick elevations. Opposite these are pairs of houses, in a range of architectural styles, set back from the road behind large garden plots. Further south, there is commercial buildings towards



the junction with Connaught Avenue: on the west side is an attractive group of four Edwardian properties, three of them retaining original fascia designs, with projecting bays at first floor with lead tops and pebbledashed gables above. There is a two-storey flat roofed extension to the north of this group, with a utilitarian group of flat roofed buildings to the rear. The front plot has been paved and is divided by posts and chains.

A group of commercial buildings is located to the south-east of the area; number 4 is notable for its intricate pediment with cone plinth and orb detailing. It has retained its timber windows on the first floor, which also makes a positive contribution.

Land Usage

Land use within this area is fairly segregated. There is an area of residential development to the north, with some ecclesiastical and community buildings at the midpoint where the road curves. Residential development then continues to the south, with the area terminated in the south by a cluster of commercial buildings.

Landscaping and Open Spaces

This area is green in character due to the wide open verges which line the road. These make a key contribution to the character of the area, particularly opposite the church and to the north, where they are widest. The greens are populated with mature trees, which also make a positive contribution to the area.

The church is set within a small area of green space, which is laid lawn. This complements the opposite verges and is a pleasant setting for the church to be appreciated.

Many private front gardens make a positive contribution, due to the hedge borders or tree and shrub planting which is visible from the road.

Local Building Materials and Details

Building materials within this area are typical of the residential development across Frinton, and comprise of red brick with painted render, in white and neutral colours. Some roofs have retained their original tiling; however, many are now concrete tiles. Many original windows have been replaced with uPVC, which make a negative contribution to the special interest of the area.

The Church is a key exception and is built in the style of a typical East Anglian church building, using materials such as flint, red brick and stone dressing. Winston Court uses materials which are uncharacteristic of the area, its ground and first floor in yellow brick and its second floor in hung tile.

Architectural details within this area are varied, ranging from simple domestic detail in the north such as gault brick dressing along terraced cottages, and more prominent details for larger properties throughout the area such as timbered gable ends, porches, circular windows and arched windowpanes (for example at Numbers 38 to 44).

Roofs are varied, with examples of gables, hipped and mansard roofs found throughout the area. Gable ends often form prominent features of the streetscape, particularly in the south.

Public Realm

There are very few areas of public realm within this area, as open spaces comprise the grass verges and the green which surrounds the church. These green spaces often contain street furniture such as park benches. Other features, such as lampposts, make a positive contribution, with historic lanterns atop of concrete posts.

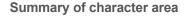


Contribution by Key Un-Listed Buildings

The majority of buildings within this area are notable for their group value; terraced rows of cottages and detached houses and the strong sense of rhythm to the built line all make a positive contribution to the residential character of the area in the north and commercial element in the south. A key building within the character area has been identified below. As outlined in Section 2.2, this list in not exhaustive, there are many buildings within the area which make a positive contribution to its character and appearance. Those that present high quality detailing, use traditional and local materials, and relate to the architectural context of the area form part of the Conservation Area's significance.

Address	Description
St Mary Magadalene Church, Old Road	It is a prominent building within the streetscape, and is typically East Anglian in design, constructed in a mix of flint with brick and courses. It makes a positive contribution to the area, functioning as a key focal point due to its scale, use and location, and is also prominent in views along the road.





This area is dominated by Frinton's seafront; wide views south towards the sea create an open, seaside character. The seafront also contributes to the bright and grand character of the Esplanade. The Esplanade has preserved much of its historic character, which stretches back to the early development of Frinton as a resort.

There is one listed building in this character area:

- Church of St Mary, Grade II* (list entry: 1111530)

The wide Greensward dominates views and provides a pleasant backdrop for the historic seafront buildings and the shore beyond the low cliffs. The sea contributes to the sensory experience of the area; waves and gulls can be heard from The Greensward, creating a strong sense of place.

This area includes the Esplanade and the seafront, located to the south of Frinton. It stretches from the Frinton Golf Club in the west to the Southcliff Promenade in the east.

To the west is the Frinton Golf Clubhouse, a small complex with a half-timbered building in the centre and a semi-octagonal entrance with a copper dome. There is a large 1930's block with a large flat roofed extension around it. There are extensive views out beyond it to the edge of Holland-on-Sea and south-west across the golf course and to the Frinton beach huts.



Figure 41 The Greensward











Figure 42 The Rock Hotel



Figure 43 Seaside shelter

To the east, the Esplanade is lined by grand and generously proportioned residential development to the north and the green to the south. The land slopes up to the east, creating a view of tiered rooftops and a wide expanse of green. Between Second and Third Avenue there are a group of detached houses, with gables fronting onto the Esplanade and features which utilise the views south, such as large windows and balconies. On the junction with Third Avenue is The Rock Hotel, a well-preserved Arts and Crafts building with decorative chimneys and hanging tiles. A small triangular green with a tree and flower planting provides a break in the building line.

Further east is another group of detached houses, which are large and capitalise on the views towards the sea. They have typical seaside features, including octagonal turrets with pyramid roofs. Number 5 has pleasant architectural detailing, such as the arched windowpanes on the first floor, however it is in poor condition and at risk of further deterioration. A private garden dominates the corner plot between Fourth Avenue and the Esplanade, with mature trees and a well-maintained hedge border making a positive contribution. Another small green is located at the southern end of the Avenue, which breaks the building line of the Esplanade and makes a positive contribution to the green character of the area. A circular shelter is located on The Greensward opposite Fourth Avenue; it is a notable feature of the area, with a red tile roof and clock tower above, with a timber and glass shelter which provides a pleasant space to view the green and the sea beyond.

The next building on the Esplanade is the former late Victorian Grand Hotel. It is a large building within intricate architectural detailing which has survived well and reflects the splendour of the seafront as part of a designed resort. It was built in 1896 with an inscription on its main façade. The building is three and half storeys with an octagonal turret topped with a pyramid roof. Next door are modern blocks of flats, Garden Court and Frinton Court. These are uncharacteristic of the area and make a neutral contribution, however Frinton Court Block B makes a negative contribution to the area due to its increased height.

The next road junction is that of Connaught Avenue and is a significant point on The Greensward. The road is open in character, with a triangular green to the north of the Esplanade in which there is formal planting and a fountain, which overlooks an area of landscaping on The Greensward. There are public conveniences with a low brick wall and benches, and mature trees which are a significant feature in longer views. This is also the high point on The Greensward, everything to the south sloping gently to the valley of the Holland Brook. Trees have



been planted on either side of the path leading down to the sea, via steps and a ramp to a focal point on the seafront with a tarmac walk with views north to Walton pier. The surroundings of this path and steps are landscaped with decorative shrubs.

The Grade II* listed old Church of St Mary (List Entry No. 1111530) is located here at the end of Connaught Avenue. There is an attractive churchyard, which is populated by mature trees, the church itself is set back from the road within the churchyard, bordered by a stone wall topped with iron railings. The churchyard is separate in character, as a secluded historic green space, screened by trees; however, it makes a positive contribution, and contributes to the verdant character of the area, also providing insight into the history of the settlement prior to its expansion as a resort.

Further east, rows of detached houses overlook the Esplanade, with gables fronting onto the street; these have retained a strong boundary treatment, which makes a positive contribution, and often have large windows and balconies overlooking the sea.

The southern entrance to The Crescent is a notable feature within the area. It is a large triangular green space, with paved walkways leading through the hedge border and mature tree border planting into a landscaped garden. It contains areas of lawn, flower planting and benches, and makes a positive contribution to the grand character and appearance of the area. On the west side of the road is Astell Lodge, a fine Norman Shaw-style building dating to 1882 (though not shown on the estate map of 1899). It has preserved many original features, with tall chimneys, Cumberland slate roof, and heavily projecting dentilled eaves. The front garden wall is bounded by brick piers and between them is arcing crazy walls of brick kiln rubble, a common feature in the area. To the west of the road, a large portion is

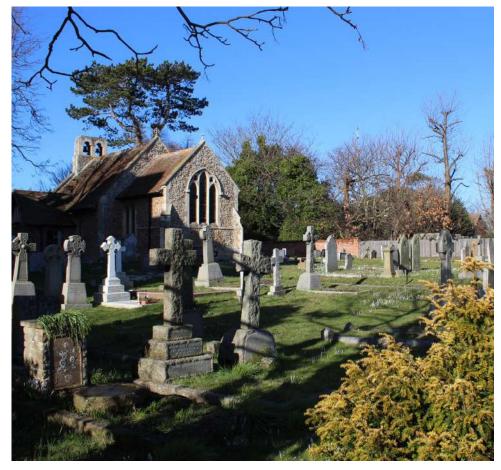


Figure 44 Church of St Mary (Grade II* Listed)

Frinton and Walton Conservation Area

dominated by post war blocks of flats, which make a neutral contribution to the area. The remaining buildings along The Crescent are good examples of English domestic architecture at the turn of the twentieth century, set behind the tree lined avenue and behind well-maintained front garden plots.

The stretch between The Crescent and Pole Barn Lane comprises detached houses in red brick, brightly painted render and half-timber. They have typical seaside charm and characteristics, including large windows, balconies, porches, turrets and are good examples of the late nineteenth and twentieth century residential development of Frinton's coast.

The cliffs are largely densely planted, however there is a formal walk down from Connaught Avenue to the seafront, and other paved walkways which provide access down the cliffs. The seafront comprises rows of beach huts, often elevated on stilts, and painted in a neutral colour palette. The huts overlook a paved coastal path with the wide sandy beach beyond.

Land Usage

Land use within this character area largely follows three linear stretches comprising of the seafront, The Greensward, and the residential development to the northwest of the Esplanade. There are some buildings which are of ecclesiastical or commercial land use, for example the historic Church of St Mary's at the centre of the area, and the Golf complex to the south. The majority of buildings, however, are domestic use. The green and seafront is, characteristically sparse, which reflects the ethos under which Frinton was developed.

Landscaping and Open Spaces

The open spaces within this area make a significant contribution to its feel and distinctive character. The Greensward and the gardens at the foot of The Crescent are designated as Protected Open Space, which demonstrates their significance.

The wide Greensward is perhaps the most notable open space within the character area; it is a large green which creates a sense of openness that stretches along the seafront. The Greensward is peppered with trees, benches, and attractive seaside shelters which give it its seaside character. This space compliments long reaching views to the south, sloping gently towards the low cliffs and seafront, and is also an important element of setting for the buildings which line the Esplanade.

A key element of open space is the Frinton and Walton Cliffs and the seafront itself; these make a notable contribution to the appreciation of Frinton as a coastal town and resort. The cliffs comprise of areas of turf, dense planting, and close to Connaught Avenue, formal walkways. Colourful beach huts line the coastal path to the south, overlooking the beach, and making a positive contribution to the area. In the east, the coastal path curves out to the sea, and allows for long views back over the Frinton cliffs.

Roads are frequently terminated with triangular green spaces where they join the Esplanade; these green spaces make an important contribution to the character of the area. They are often planted or contain formal landscaping in the case of Connaught Avenue and The Crescent.

Front gardens also make a contribution to the area, and the majority are well kept, with elements of landscaping visible from the road and green. These gardens, particularly trees within them, contribute to the open and green character of the area.





Local Building Materials and Details

Traditional materials used within this area are red brick, white or cream painted render, with some hanging tiles with tiles also used as creasing. Boundary walls are largely of brick or crazy brick waste, a feature which is characteristic of Frinton.

There are a variety of surface treatments, including tarmac drives, crazy paving, in-situ concrete, with some shingle and concrete pavers: they all contribute to the quality and texture of the scene.

The architectural details within this area are notable, as they are typically of high quality and reflect the grandeur of the Esplanade. Many of the buildings here have typical seaside detailing, such as octagonal turrets with pyramid roofs, large windows, and balconies. Balconies are often decorative with intricate iron railing, for example the railings at Number 21, which adds interest to the buildings and streetscene. Number 2 Cambridge Road also has a notable balcony, which wraps around the first floor of the building supported by columns below. Many porches, verandas and balconies have retained details such as decorative trim, notably on the former Grand Hotel, which adds to the sense of opulence to buildings on the Esplanade. Another important element is the visual separation between these houses.

Another feature of the area are the gables on buildings, which often face the seafront and create a strong rhythm to the building line on the Esplanade. This is particularly the case to the east of the area, where a more consistent row of detached houses forms the streetscape. Numbers 22 and 23 on the Esplanade have Dutch gable ends, which are an unusual detail in this area and make a positive contribution, adding interest to the street.

Public Realm

Areas of public realm make a considerable contribution to the way in which this area in experienced. They provide a range of spaces, from formal greens to the wide and open Greensward.

On the north side of the Esplanade where Connaught Avenue terminates is a small formal green space, bounded by well-maintained hedges with flower planting and a focal statue in the centre. Public benches here are of high quality, and there are a number of them within this space. Opposite, there is an area of formalised public realm space, which includes a paved walkway, benches, waste bins and public restrooms. The features and landscaped planting create a pleasant area of public realm space.

The Crescent is a larger space than the green on Connaught Avenue, however, is similar in character and appearance in that it is a formal garden space, bounded by hedgerows with high quality street furniture within it. It has considerable tree planting and walkways which cross the lawn, and includes sculptures, a paved installation named "Happy Days" and an interpretation board.

The street furniture found on The Greensward is of a similar high quality, and includes benches, which are set regularly along the coastal path, and which afford views to the south to the sea. There are also a number of seaside shelters set across The Greensward which are notable features of public realm and make a key contribution to the character of the area. These are well maintained and provide sheltered seating.

The Esplanade is lined with street trees and lampposts which are sympathetic with historic lanterns, although set atop modern concrete posts.



Contribution by Key Un-Listed Buildings

Key buildings within the character area have been identified below. As outlined in Section 2.2, this list in not exhaustive, there are many buildings within the area which make a positive contribution to its character and appearance. Those that present high quality detailing, use traditional and local materials, and relate to the architectural context of the area form part of the Conservation Area's significance.

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Address	Description
Former Grand Hotel, Esplanade	Constructed in 1896, the hotel has retained its late Victorian splendour. It is one of the most notable building within this area is the and boasts high quality architectural details which make a positive contribution to the area and enhances the appreciation of Frinton's historic development as a resort. The building is constructed in red brick and is three and a half storeys tall with a taller octagonal tower on the west side of the building. It has ground and first floor balconies, with unusual apertures that complement the arched detail of the balconies, including a central door flanked by two slanted windows. The building has two prominent gables which are orientated towards the sea. It is set within a landscaped garden, with shrub planting, bounded by a low stone and brick wall. The building has since been converted to flats, however, has retained much of its historic character and makes a positive contribution to the area
Shelter opposite the Grand Hotel on The Greensward	A small circular shelter which makes a positive contribution to the area. Its unusual circular shape makes it a notable feature on the green, and its bright plain tile roof topped with the clock tower and finial contribute to the architectural interest of the building.
Astell Lodge, The Crescent	The property, built in 1882, is a two and a half storey building, in red brick and painted render, built in a Norman Shaw-style making it an unusual but noteworthy building. The steeply pitched Cumberland slate roof is punctuated by tall chimneys, with heavily projecting dentilled eaves. Some of the windows are shuttered but have been replaced with uPVC windows which impacts the historic character of the building. It is set within a small garden, landscaped with shrubs, and bounded by a crazy brick wall, which makes a positive contribution.

2, Cambridge Road	A two-storey building with white painted render and a veranda which wraps the first and ground floor of the building. It has tall windows on the first floor, which are shuttered, and a bay window on the ground floor. There is a tower which rises from the roofline and provides views towards the sea. It is set within a well-kept garden, with dense shrub and tree planting.
6, Cambridge Road	A rendered property with half-timber, displaying patterns particularly to the octagonal tower on the southeast corner of the building. The roofline is varied, the most prominent feature being the pyramid roof of the tower, topped with a finial. The property is notable for its architectural detailing and makes a positive contribution to the area and is a well-preserved example of its type.
36 and 37, Esplanade	Located either side of the entrance to Eton Road and are noted for their group value. Number 36 is rendered with red brick detailing, including arched windows, doors and recesses over the ground floor patio. Its main façade is dominated by a large circular window on the ground floor and first floor above, with hung tiles between. An attractive fan light sits over the door, above which is an open pediment on the main gable end. The roof is in plain tile, with a twisted brick chimney. The building has retained a high number of interesting architectural details. Number 37 is of similar mass, materials and orientation and makes a positive contribution. It is set within a well-maintained lawn with clipped hedges.
The beach huts	The beach huts sit along the seafront itself make a notable positive contribution as a group. They reflect the seaside character of the area and can be found stretching along the walkway below the cliffs overlooking the sea.

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Frinton Character Area Five: Modern Movement

Summary of character area

This character area is defined by the Modern Movement housing found within it. These distinctive houses are scattered throughout the area, with a concentration on Easton Way and Graces Way, following the planned street layout evident in the 'Ways' and Central Avenue. There are three Grade II listed building in this character area:

- Round House, Grade II (list entry: 1337115)
- Seaspan, Grade II (list entry: 1392229)
- 55, Quendon Grade II (list entry: 1376783)

This area includes the built development within Frinton Park. It is a distinctive part of the Conservation Area containing the surviving parts of an estate planned in the 1930's and is the largest group of Modern Movement houses in the country.⁶

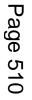
The area begins on Cliff Way in the south-west, where three Modern Movement houses are located, overlooking the opposite green. The house on the corner plot is the grade II listed Round House (List Entry No. 1337115), built in 1935 by architect Oliver Hill. It is a striking building, and a strong architectural statement due to its circular planform. The building was originally designed as the Frinton Park Estate Offices, and so makes a contribution to the understanding of the historical development and vision of the estate, complimented by the Modern Movement houses to its west.

https://historicengland.org.uk/listing/the-list/list-entry/1337115

stinctive part blanned in the ountry.⁶ Movement

Figure 45 Group of Modern Movement houses





6





Figure 46 Waltham Way

Along Waltham Way, the boundary takes in a row of dwellings on the north side of the road; these include a mixture of detached two storey properties, bungalows, and Modern Movement houses. Waltham Way has a slight curve, following the original track bed of the railway line between Frinton and Walton, and is lined with trees and narrow grass verges. This contributes to the historic residential character and appearance of the area. The most impressive features of Waltham Way are the Modern Movement houses found here; Number 8 is the first along the street, with aluminium windows in hardwood surrounds. The next two at Number 14 and 16 retain their original metal windows, painted black. Number 20 has an unusual elongated narrow window. The remaining houses at Numbers 22 – 26 retain their characteristic plain elevations, although with altered windows. These buildings make a positive contribution to the streetscape, stark white walls against the surrounding trees and lawns, and are of group value.

The Leas runs parallel to The Greensward; it is metalled track without a pavement which merges into the green, separated by a row of low timber posts. Halfway along the road is a Modern Movement house named The Leas, designed by Oliver Hill. The house has retained its character although it has lost several original features including the staircase and windows. The remaining houses on The Leas make a neutral contribution to the area.

Central Avenue stretches north to south, and forms what would have been the main road of the estate. To the south, it is dominated by bungalows which line the street and make a neutral contribution to the character of the area. The dense planting in the north is prominent in views along the street, and the view to the south is terminated by a seaside shelter on the green. The railway line and pronounced hump over the line divides Central Avenue. The north of Central Avenue is poorly surfaced and is dominated by woodland on either side. At the foot of Pedlars Way to the north stands the converted crescent of Modern Movement shops. Only part



of the crescent and its return were constructed, and the remains of the part that was built have recently been converted into residential buildings. The woodland, Peddlar's Wood, is divided by Central Avenue, with one side managed as a woodland walk, which is open to the public, and the other as an educational nature trail.

To the west is Quendon Way; this residential road is more enclosed in character, due to the fairly narrow road and lack of pavements to the north side, with boundary treatments and planting close to the edge of the road behind a narrow grass verge. Numbers 55 and 57 are Modern Movement houses located on the north side of Quendon Way, and both make a positive contribution to the area. Both were designed by Oliver Hill, although Number 55 is one of only two Modern Movement houses that are listed within the character area, as it is a well-preserved example of the style. The houses were built in 1935, with circular façades that mirror one another. They are set within small, landscaped plots, and Number 55 has a small shingle front drive and two mature trees on its southern boundary. The remaining buildings on this road make a neutral contribution.

Audley Way is similar in character to the adjacent Central Avenue; it is lined by bungalows, set back from the road behind private front gardens, many of which are laid to lawn with small scale planting. The buildings make a neutral contribution to the area. Numbers 1, 3 and 4 are Modern Movement houses, and make a positive contribution to the area, and are of group value. Number 4 is the grade II listed house named Seaspan (List Entry No. 1392229); designed by Oliver Hill and built in 1935. The front elevation contains strip windows around the curve at ground and first floor, which makes a positive contribution to the street and is a good example of the architectural style of the movement.



Figure 47 Quendon way

Graces Walk has a high concentration of Modern Movement houses, designed by J.T. Shelton. The grouping demonstrates the ethos of the development of the estate, and an understanding of the character of these buildings, with crisp, curving lines contrasting with blockish massing and apertures. Front garden plots are fairly incoherent in their landscaping.





Figure 48 Green space overlooking the sea and Modern Movement houses

The west side of Warley Way is included within the boundary and is similar in character to Central Avenue which runs parallel to it. It comprises mainly of bungalows, which make a neutral contribution to the character of the area. Along the south-western side of the road is Number 16, a Modern Movement building known as Willingale, designed by Oliver Hill. It makes a positive contribution to the street.

From Warley Way, the boundary continues south to The Greensward, excluding Dolphin Court, extending northward to take in Morae on the south-west side of Easton Way. Morae is a Modern Movement house, and is in good condition, retaining details such as the parapet (which may be a later restoration) and original windows. Opposite is another Modern Movement house consisting of a long rectangular block, with a balcony between two projecting semi-circular bays; however, the windows have been replaced with small paned uPVC windows, which is a detracting feature. Between the houses, terminating at Easton Way, is a small triangular area of green space with a tree, which provides a pleasant terminating view of the road. The remainder of Easton Way comprises a concentration of Modern Movement housing, designed by R.A. Duncan, Hall, Easton & Robertson, Frederick Etchells, Marshall Sisson, E. Warmsley Lewis, and Oliver Hill. As a group, they make a positive contribution to the character and appearance of the street and wider area.

The south of this area includes a small section of The Greensward, which continues along the seafront and the Frinton and Walton Cliffs. The green space is scattered with trees and benches and creates an open character with wide reaching views towards the sea and the prominent white Modern Movement development.

Land Usage

The area comprises mainly of residential development which can be found on the Ways, Graces Walk, The Leas and Central Avenue. To the south, there is a stretch of open public land on The Greensward, and to the north is Pedlars Wood. Pedlars Wood is a privately owned area of ancient woodland; the western side of the wood has a woodland walk which is open to the public, and the eastern side is an educational nature trail, visited by appointment.

Landscaping and Open Spaces

The Greensward and Pedlars Wood are designated as Protected Open Space, which demonstrates their special interest. The Greensward is an open space, which contains a large expanse of lawn, with some scattered trees, and elements of street furniture. There is also a seaside shelter located to the south of Central Avenue,



its plain tile roof visible from the road terminating the view. This feature makes a positive contribution to the seaside character of the area. This green space makes a significant positive contribution to the area; its wide and open character reflecting the openness of the sea to the south and providing a vantage point for views of the cliffs, sea, Walton Pier, and Modern Movement housing to the north.

Typically, houses are set back from the road behind private gardens, which contributes to the open character of the streets. There are green verges which flank the roads, and which also make a positive contribution, and help to frame views.

The north of the area is dominated by the area of Ancient Woodland, Pedlars Wood. The woodland is 7 acres in total, bisected by Central Avenue. To the east of the avenue, 4.5 acres of the site is private and used as an educational nature trail, to the west the other 2.5 acres are open to the public with a woodland trail. The private woodland on the eastern side of the Avenue contains a walkway, laid in bark, a large pond and is notable for its ancient woodland indicator species such as bluebells ad primroses. The western public trail contains a footpath, benches and memorial to the former owners of the wood. The wood is supported by volunteers, who have restored the woodland over the course of the early twenty-first century. The space draws its character and appearance from the dense planting, populated with flora and fauna which is typical of an ancient woodland, and features related to the trails. It makes a positive contribution to the historic character of the area and is an important feature in its own right. It is also visible from the residential development in the south, providing a green backdrop to the Modern Movement housing. Remnants of the commercial Frinton Park Estate development were located to the north of the wood, and although they are now demolished, the site is a reminder of the vision of the estate in the 1930s.



Figure 49 Central Avenue, with woodland either side



Local Building Materials and Details

The materials found within this area are notable, as they are unusual within the Conservation Area and reflective of the Modern Movement. The Modern Movement houses utilise materials such as plastered concrete painted bright white, and many have retained the original Crittall windows.

The building not constructed in the 1930s as part of the Park Estate are less distinctive. Comprising of detached one and two-storey properties, commonly constructed in red brick left exposed or in brightly painted render. Roofs are originally in plain tiles, although many have been replaced with concrete, as well as window replacements.

Boundary treatments, where they exist, are in a variety of materials, ranging from close board fencing, low brick walls, and hedgerows. This variety creates an incoherent approach across the area, and together makes a neutral contribution to the character and appearance.

The notable details within this area are those which relate to the 1930s development; the flat roofs, white rendered walls, Crittall windows, staircase towers, sun decks and unique apertures such as small circular windows or windows that follow the curves of the walls all contribute to a strong sense of place. There are some buildings which have retained a higher number of original detailing, namely The Round House, Seapsan and Number 55 Quendon Way (all of which are Grade II listed), particularly with regard to windows, but they all showcase typical features of the International Style elements in differing arrangements.

The remainder of the housing are typical twentieth century examples, with simple domestic detailing such as bay windows, hanging tiles, and gable end frontages. They make a neutral contribution to the area.

Public Realm

The most notable area of public realm is the area of Greensward which stretches to the south of the residential development, overlooking the sea. This space is laid to lawn, with a paved walk to connect the estate to the seafront. Walkways are lined with timber posts, demarking the green space from roads and footpaths in a sympathetic material. Atop the cliff are high-quality public benches, regularly spaced, to afford views out to sea. A seaside shelter also provides covered seating and is built in red brick with plain tile roof. A granite memorial stone to PC Brian Bishop, inscribed "here fell PC Brian Bishop 22nd August 1984", is located on The Greensward at the end of The Leas. It was funded and erected by The Police Memorial Trust and was the first memorial of the Trust to be laid outside of London. The memorial is of communal value.

The avenues are uncluttered from street furniture, with some street trees lining grass verges and modern lampposts.



Figure 50 Bright rendered walls, flat roof and curved corners



Contribution by Key Un-Listed Buildings

Key buildings within the

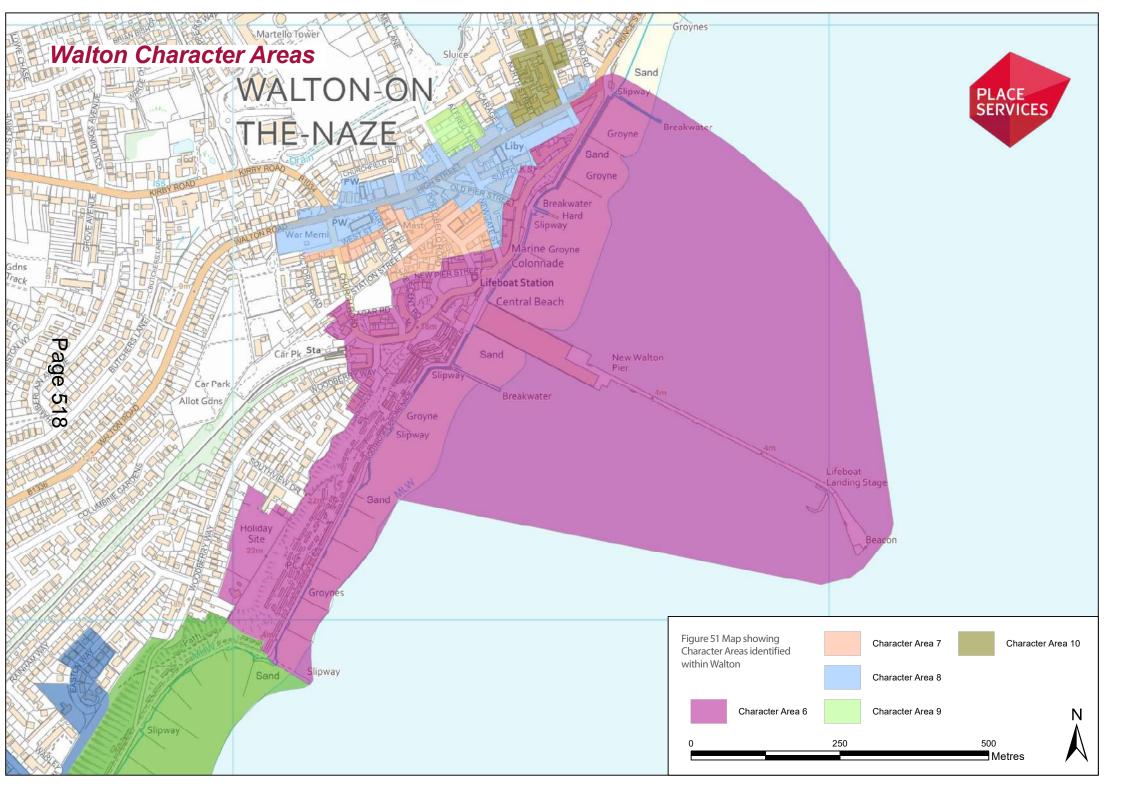
character area have been identified below. As outlined in Section 2.2, this list in not exhaustive, there are many buildings within the area which make a positive contribution to its character and appearance. Those that present high quality detailing, use traditional and local materials, and relate to the architectural context of the area form part of the Conservation Area's significance.

Address	Description
3 and 6, Cliff Way	Number 3 was designed by R.J. Page and Number 6 by Oliver Hill, and Number 4, a combination of both architects, all make a positive contribution to the area. Although they have lost some original features, such as their Crittall windows, the buildings are notable as they retain their historic character and reflect the distinctive architectural style and planform which reflects the vision of the estate. They form a group on the edge of the residential development, overlooking the green and sea to the south, and are therefore prominent in views.
The Leas House, The Leas	Designed by Oliver Hill, makes a notable contribution to the area. It is a large house situated overlooking the green and sea. It displays monolithic reinforced concrete cavity construction, known as the Wheeler system, and was showcased in F.R.S. Yorke's 'The Modern House in England' (1937 edition). The building is washed white, and although it has lost its outside ladder and had a garage extension to the left, it has retained its distinctive character.
57, Quendon Way	Designed by Oliver Hill, named Sunnyholme. It mirrors the listed building at Number 55, named Dawn, also by Oliver Hill. The building makes a positive contribution to the streetscape and forms part of the group of Modern Movement houses in the area. It has been sympathetically restored and extended. The building, along with its neighbouring Number 55, was pictured in a Country Life article 'A Planned Seaside Resort' in 1935, demonstrating its historic and architectural value
Graces Walk	 Grace's Walk contains a high concentration of Modern Movement houses. As a group, they are a good example of the vision for the Frinton Park Estate development and are of significance due to their architectural interest and group value. They were designed by J.T. Shelton, the resident architect for Tomkins, Homer & Ley. The houses still display many of their original features, such as the outside ladder at Number 18, which makes a key contribution to the architectural interest of the building. The bungalow is particularly unusual, as a rare example of a one storey building in this style.

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1 and 3, Audley Way	The Modern Movement buildings on Audley Way were designed by Oliver Hill. Along with the listed Seaspan at Number 4, Numbers 1 and 3 were featured in the original sales brochure for the estate. Many original features have been lost, for example external ladders have been removed, a garage has been developed and original doors repositioned. However, each building makes a positive contribution, and forms a small group of houses.
Willingale, 16, Warley Way	Designed by Oliver Hill. It is a large building, in render on brick/ blockwork, set within a small but well landscaped garden plot. The building is of architectural interest and makes a positive contribution to the street and area.
Easton Way	Located here is a large collection of Modern Movement houses, as Oliver Hill had originally planned for plots on this road to be allocated to renowned young designers in the contemporary style such. The houses here were designed by R.A. Duncan (Number 10), Hall, Easton & Robertson (Number 12), Frederick Etchells (Number 19), Marshall Sisson (Number 21), E. Warmsley Lewis, as well as Hill himself.
	The houses are more varied in their architectural features, which reflects the range of designers here. They all have the distinctive whitewash walls with crisp lines and interest in the formation, size and spacing of apertures. Number 21 in particular is unusual, designed by Sisson, the managing director of the estate, with a grid-like row of windows to the ground and first floor. Many of the houses have lost their original windows and features, and one has been painted in a subtle pink wash; these changes detract from the historic interest of the properties; however, they retain their group value. The Morae house is set within a large corner plot on the west of the road, its curved south-east elevation visible from the street. The landscaped setting makes a positive contribution to the house and street.





Walton Character Area Six: The Sea Front

Summary of character area

The area comprises Walton Pier, the beach and promenade connecting Frinton, as well as the residential properties which outlook onto the coast. The character of this area is defined by the coastal edge and views out across the sea. The stepped down promenade affords the properties fronting the coast uninterrupted views across the sea. The wider road and pedestrian walkways, contribute to a sense of openness. The residential development within this area is typical of nineteenth century seaside vernacular of a greater scale and more elaborate decoration compared to the residential areas.

It also includes the Station and surrounding land which is set at the highest point of the town. The boundary of Walton's seafront extends along Southcliff promenade until the land angles in and curves round which then extends onto Frinton where there are rows of characterful beach huts. The length of the pier affords good views of the Conservation Area's wider setting.

There are two listed buildings within the character area which are both Grade II listed;

- 40-44, The Parade, Grade II (list entry: 1111508)
- Gun Fleet, Grade II (list entry: 1309165)



Land Usage

The land use within this area is a mix of residential, small, planned gardens, wide pedestrian walkways along the seafront, the open stretch of beach and promenade. Predominantly, this area is defined by the larger scale residential development with views of the sea and the leisure activity associated with the seafront and Walton Pier.

Landscaping and Open Spaces

The large stretch of open beach and wider roads contrast with the more compacted development of the commercial centre and residential areas.

There are five landscaped gardens within this character area.

The Round Garden of Rest, The Crescent is set down within the road accessed by steps and is the former location of an early nineteenth century Martello tower. The Martello Tower was demolished in 1835 and subsequently converted into the gardens. The openness of this area has been compromised by modern development. An elongated grassed area with flower beds and benches is located just east of the Round Garden.

Another is located on The Parade, comprising of a small lawned area and planter with the statue of Private Herbert Columbine VC centrally placed.

There is a small garden between the junction of Church Road and The Parade. This is one of the highest points within the Conservation Area, affording views north across the Walton to out to the wider setting, including a view of All Saints Church. A garden is located at the end of Agar Road with pleasant landscaping. Another is located between Woodberry Way and The Parade set in a triangular shaped space with a steep slope down to the beach huts and seafront below. The gardens are well maintained and offer small realms of greenery that is very limited within the Walton area.





Figure 52 Grass area beside the Round Garden



Figure 53 Grassed area with planting and benches



Figure 54 Small green space on The Parade



Figure 56 View across green on Agar Road towards church



Figure 57 View towards church



Figure 58 View towards seafront



Figure 55 statue of Private Herbert Columbine VC

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Public Realm

The public realm within this character area is extensive, including the wider pedestrian walkways along The Parade, Walton Pier and the promenade.

Walton Pier is a substantial and impressive structure. The promenade extends the full length of the coast between Frinton and Walton and is a defining feature of the public space with this character area. The promenade is a mostly hard landscaping forming part of the sea wall defences, originally laid out in the late nineteenth century and rebuilt during the 1930s and 1950s. The promenade is dropped down from The Parade and not visible when walking or driving along the road (Figure 59).

Public realm street furniture consists of benches planters, open green space, post boxes and streetlamps. Benches line the pedestrian walkway along the sea front. The walkways to the east side of The Parade are considerably wider than within the rest of the Conservation Area.

Local Building Materials and Details

There is a variety of the traditional materials within this area. Buildings are either rendered, painted brick or red and gault brick. There is a variety of roof coverings including traditional slate and red plain tiles. There are some instances where traditional roof materials have been replaced with concrete tiles. This should be avoided as it dilutes the material quality of the area. Many of the buildings throughout the area have had traditional windows replaces with unsympathetic uPVC and there are very few with traditional timber windows, this places greater emphasis on maintaining those that remain.





Figure 59 View towards Pier

Figure 60 Public realm space

As a group the sea defences, promenades, public realm spaces, beach huts, pier and amusements, timber groynes and the Walton beach form the most distinctive characteristic of Walton as a seaside resort. The beach huts form a significant characteristic of Walton as a seaside town, stretching the full length of the cliffs between Frinton and Walton.

The beach huts are one of the most characteristic features of the front. Their appearance including the colour palette from which they can be painted, is strictly controlled by local legislation (<u>Standard Beach Hut Specification- 1978</u> and <u>Tendring Beach Hut Strategy 2013</u>). They are a lightweight construction and typically timber built with weather-boarded elevations and pitched asphalt covered roofs. The painting of the beach huts in muted pastel shades is a feature that positively contributes to the seaside character of the promenade.





Figure 62 Three storey terraced row



Figure 63 View towards sea



Figure 61 Wide promenade



Figure 65 Prominent chimneys



Figure 66 Rendered building material



Figure 67 Brick building material

Boundaries within the area are generally low walls with metal railings.

The properties in this character area are typically larger in scale with more elaborately detailed than other buildings within the Walton-on-the-Naze sub area. The properties are typically set over three to four storeys and some having basement levels. The larger scale of the mid to late nineteenth century terraces is a defining feature of this area. Many properties have large, canted bay windows set over the ground and first floor. Balconies are typical within this area and a traditional feature of Victorian seaside architecture. The principal entrances have Doric porticos, some with segmental arch and some with flat lintels. Many of the larger properties facing the seafront have fanlights above the entrance door. Many properties have large and bulky chimneys.



Contribution by Key Un-Listed Buildings

Key buildings within the character area have been identified below. As outlined in Section 2.2, this list in not exhaustive, there are many buildings within the area which make a positive contribution to its character and appearance. Those that present high quality detailing, use traditional and local materials, and relate to the architectural context of the area form part of the Conservation Area's significance.

Address	Description
The Royal Albion, The Parade	Constructed after the arrival of the Railway in 1867, this is a prominent corner building set on a tight corner between The High Street and The Parade. The lower ground is divided into bays by Doric pilasters and the upper floor by lonic pilasters. There is a variation of window design and proportions within this building, adding stylistic depth to the building. Some ground floor windows have been unsympathetically blocked up and replaced with uPVC. Other windows on the ground floor are large, recessed bow windows. Some timber windows have been retained. The building has many attractive decorative features such as stucco lion heads on each window lintel and the stained glass of the first floor 'excursion' rooms.
Numbers 1- 15, Great Eastern Court	The former Railway Station constructed in 1867 now converted to residential units. The former station comprises two distinct buildings which present their own unique character. Facing north, fronting Church Road forms part of the old train station, now converted to residential flats. The windows have been replaced with unsympathetic uPVC, nevertheless, the building retains a strong character and is largely unaltered. It is an attractive red brick building with gault brick banding and pilasters, the windows are arched. Substantial chimneys with a slate roof.
3 Woodberry Way	Once forming part of the original train station is a prominent symmetrical building rendered. The central section is slightly recessed, the projecting sections are pedimented. The building is set of three storeys including a visible basement level. Windows appear all still to be timber. The building is highly attractive and appears to retain many original features, largely unaltered and makes a considerable contribution the historic building stock of the area.
Number 25-29 The Parade	A large corner building between The Parade and New Gate Street. Set over three storeys with shops to the lower ground and residential units to the upper floors. Although there have been alterations such as the removal of windows, insertion of unsympathetic fronts to the ground floor, the building retains its original elevation treatment with attractive brick detailing.



Walton Pier	The superstructure of the pier is post-war and utilitarian in form. The Pier is divided into two sections, the landward end with its amusements housed within brightly clad lightweight modern buildings and the open seaward end, used as a promenade and vantage point for sea anglers.
The Beach Huts	The colourful beach huts along the seafront are notable for their group value and attractive appearance. They reflect the seaside character of the area and stretch along the Promenade connecting Frinton and Walton.



Walton Character Area Seven: Residential Area

This area comprises the residential development that is nestled between the seafront and the commercial area, located on the western boundary of the Conservation Area. The overarching character of the residential area derives from the late nineteenth century vernacular. The properties are predominantly terraced or semi-detached fronting the road; typically set over two and three storeys. There are limited views of the seafront due to the typography of the land sloping upwards to the seafront and the compact development. The street pattern of this area is irregular, there is a radial junction and a mixture of co-axial roads. The atmosphere of this area is more peaceful and lack of through traffic contributes to the residential character (see figures 68 - 72).

There is one listed building within this character area:

- The United Reformed Church, Grade II listed (list entry: 1111507)

Land Usage

The land use in this area is exclusively residential. There is a variety of vernacular buildings in this area which is indicative of the unplanned and organic development of Walton.



Figure 68 Number 2 Portobello Road



Figure 70 Numbers 65 - 75 Station Street





Figure 71 Numbers 32 - 22 Station Street



Figure 72 Number 13 New Pier Street



Landscaping and Open Spaces

Martello Road and Crescent Road are wider affording greater relief between the road and built form, with a greater sense of openness and additional soft landscaping. Overall, open space within the residential area is limited and confined to the wider walkways of Martello Road and Crescent Road. There are glimpses of open green spaces towards the sea front.

Local Building Materials and Details

The residential development is a mix of rendered, red or painted brick, set over two and three storeys under hipped or gabled covered in slate or plain tiles. The three-storey properties are generally located closer to the sea front. A key feature of this residential area is the range of mid to late nineteenth century residential dwellings. There has been some infill development, but this has been minimal.

Common features throughout this character area include: bay windows, either bow or canted with hipped roofs or parapets. Some properties have Doric porticos; prominent chimney stacks; decorative barge board and eaves detailing (see figures 73 - 77 for material details). On the narrower roads some terraced houses are staggered, positioned at an angle to the street. Small front gardens contribute to the residential character and appearance and are bounded by low brick walls.



Figure 73 Decorative eaves and corner brick detail



Figure 74 Small spaces between buildings



Figure 75 Decorative insets



Figure 76 Brick banding



Figure 77 Bay windows with hipped roof



Public Realm

The public realm within this area is limited to pavements which are paved concrete or tarmac. Street furniture includes streetlamps, post boxes and road signs of a modern appearance. There are some examples of unsympathetic concrete bollards however, street furniture is largely unobtrusive within the streetscene.

Contribution by Key Un-Listed Buildings

Key buildings within the character area have been identified below. As outlined in Section 2.2, this list in not exhaustive, there are many buildings within the area which make a positive contribution to its character and appearance. Those that present high quality detailing, use traditional and local materials, and relate to the architectural context of the area form part of the Conservation Area's significance.

Address	Description
36 Station Street	A Gothic style former Methodist Chapel now residential dwelling. Constructed in red brick, with stone window and door surrounds. Elaborately carved barge with finial and pendant finial.
Olive Villa, New Gate Street	Constructed in 1905; It is a detached villa, rendered under a hipped roof. There is a canted bay to the south corner and a veranda with metal railings around the first floor. The property is a typical Victorian villa and is an attractive dwelling in the streetscene.
1 Portobello Road	The former red brick industrial building is set over two-storeys sitting with a gabled slate roof. The front elevation has a wide double width boarded door to ground floor, positioned directly above is a similar taking-in doorway with an arched lintel. Flanking the timber double doors at first floor are two gothic style windows with pointed two-centred heads and glazing bars.
YMCA Red Triangle Club, Portebello Road	Built in 1943 for the YMCA, constructed of red brick set over two-storeys, the property was designed by Tomkins, Homer & Ley. The property is architecturally unique within the streetscene with an attractive Art Deco door and surround and is a good example of interwar architecture within Walton. The property holds communal value also as a YMCA purpose built YMCA building which still functions today.



Summary of character area

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This area is predominantly characterised by shops, cafes, pubs and business that front the road, with some residential dwellings interspersed throughout the area Residential units are typically located to the upper floors with shops located on the ground floors.

There is one listed building in the area:

All Saints Church Grade II (list entry: 1111503)

This is located in the north-west of the area on an important junction where the roads from Frinton and Kirby converge. This junction forms one of the limited open and spacious areas within the character area.

The west-end of the commercial centre is demarked by All Saints Church, where the road is wide forming a two-way street contributing a a greater sense of openness. The High Street narrows to a single-track road which continues down to the sea. Within the commercial centre views of the sea front are limited due to the compact grain of development and intertwining road.

The High Street forms the primary business street of Walton-on-the-Naze with smaller streets verging off the High Street, including Portobello Road, Old Pier Street, New Gate Street and the west side of Mill Lane which also contain commercial units. The five way radial junction from which these roads verge off creates an interesting arrangement. There are prominent and attractive corner buildings. Many of the commercial outlets lining these streets are typical of the 'day tripper' seaside resort see figures 79 and 80.



Figure 78 All Saints Church



SERVICES

Figure 79 Example of commercial building on corner plot

Figure 80 Commercial street in Walton



There are some residential dwellings that front the High Street, which are typically set back from the road with front gardens. The front gardens provide distinction between the residential dwellings and the commercial shops, as well as an attractive contrast from the density of the High Street (see figures 54 and 55). There is some residential development located within the commercial centre, for example there is a row of Victorian dwellings of various architectural design to the eastern end of the High Street which present a characterful and traditional appearance, contributing to a varied streetscene and are indicative of the transition out of the commercial centre.

Suffolk Street is also included within this character area due to its proximity to the High Street. The Victory Public House occupies the corner plot. Suffolk Street is lined to the north with semi-detached and terraced properties with small front gardens and to the south lined with modern dwellings.

The west side of Mill Lane up to The Old Council Yard is also included within the commercial centre. The use, form and appearance of the buildings closely relate to the details seen throughout the commercial centre.

Land Usage

The commercial centre is predominantly occupied by shops, pubs and businesses, all of which line the High Street. Many of the properties within this area have the commercial units to the lower ground with residential flats to the upper floors. Within the commercial centre there is a high density of development, typically of terraced properties that front the road.



Figure 81 Terraced row of residential dewllings



Figure 82 The Victory Public House



Figure 83 Example of residential dwelling which contrast in the density of the commercial high street



Figure 84 View along Suffolk Street





Figure 85 Memorial Gardens



Figure 86 Church and churchyard

Landscaping and Open Spaces

There is relatively limited open space or landscaping within the character area due to the tight grain of development. However, there are three key areas of landscaped and open space.

Millennium Square – a large open which is also used as a carpark. The area is a focal point for community activity and interaction. Trees line the pavement with benches, brick planters and a community notice board, a weekly market also takes place.

All Saints Church and Memorial Gardens - The green and open space surrounding the church affords emphasis of the church as a focal point within the community. All Saints Church yard is green and well maintained, it is enclosed by a low red brick wall with the church stepped up from the road, this affords uninterrupted views of the Church and its immediate surroundings.

The Memorial Gardens - occupies a small corner plot on the opposite the Church. The gardens add pleasant greenery to the streetscene and frame the edge of the Conservation Area.

Local Building Materials and Detailing

The bulk of the historic building stock derives from the early to late nineteenth century. Buildings are predominantly rendered. There are also several red brick buildings which date from the late nineteenth to early twentieth century, which are typically more visually striking with more elaborate detailing. There are a few examples where hung tiles have been used as well as half timbering which can





Figure 87 Millenium square



Figure 88 Hard landscaping



Figure 89 Street furniture

be seen on earlier twentieth century buildings. This is indicative of the historic development of the area and add variation to the way in which traditional materials are used. There are few buildings in the area that have red clay roofs with the majority having slate or clay tile roofs. Many of the shops within the commercial centre retain traditional, timber shop fronts with individual design and detailing contributing to the varied and eclectic streetscene.

As well as the varied traditional shop fronts, eaves/cornice detailing, and decorative brickwork is common. There are a few buildings with stone dressing, although typically only on the more prominent buildings in the area.

Bold chimneys are also glimpsed and add to the varied streetscape. Much of this detailing is continues throughout the rest of the Conservation Area although is more muted throughout the residential areas.

Public Realm

The public realm within this area largely comprises pavements that run linear to the road. The street furniture within the commercial centre is generally traditional in its appearance, which responds positively to the character of the area. However, there are examples of modern street furniture which are considered to detract. along the High Street are also painted black with a traditional appearance. Millennium Square also forms an integral part of the public realm, located at the centre of High Street, to the east of the public library.



Contribution by Key Un-Listed Buildings

Key buildings within the character area have been identified below. As outlined in Section 2.2, this list in not exhaustive, there are many buildings within the commercial core which make a positive contribution to the character and appearance of the area. Those that present high quality detailing, use traditional and local materials, and relate to the architectural context of the area form part of the Conservation Area's significance.

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Address	Description
Walton Public Library	The Library is a converted former school built in 1853 but enlarged by Horace Darken in 1871-2. The now library is constructed in red brick with a slate roof and gothic details. The former school is a single storey detached property and set back in the road with Millennium Square immediately adjacent. It is a notable building within the High Street due to its scale, form and architectural detailing
61 High Street	A prominent corner building and one of the most highly decorated in the High Street. This property is the former Town Hall, completed in 1901. A large red brick building with Bath stone dressings and decorative window details. A cantilevered stone balcony at first floor once existed projecting from the arched window. It originally contained a large hall which could seat up to 700 people and a smaller hall for meetings. The upper floors were reserved for council offices and the ground floor divided between the post office, Barclays Bank and various commercial outlets.
63 High Street	Situated on the corner of the High Street and Mill Lane opposite the former Town Hall; a two-storey dark brick building with gault brick quoining under a hipped slate roof. To the lower ground is shops and the first floor has attractive arch sashes.
Old Post Office 99-101 High Street	A purpose built post office building constructed in the 1930s in a Neo-Georgian style. The property is single storey, red brick with a stone parapet and large sash windows. It has a detailed stone door surround, with keystone and decorative emblem within. Located opposite Millennium Square and set back from the road, the building is attractive and notable within the streetscene.



Portobello Buildings, High Street	The former Portobello Hotel located on the corner plot between the high Street and Old Pier Street before the High Street narrows to a single-track road. The hotel was rebuilt in the early nineteenth century from its origins as a former inn by John Penrice as part of his original scheme. Brick built and rendered, the hotel is three and two storied with a flat roofed forward set single bay to the front. This incorporates a central full height forward set entrance bay crowned by a parapet and ball finials with an ornate ashlar stone door surround opening onto Old Pier Street.
Queens Head Public House	A two-storey Public House under a red tiled roof. The ground floor is constructed in red brick laid in Flemish bond with bay windows and leaded lights; the upper floor is rough rendered with eight over eight sash windows.
Barnfield House , 119 High Street, Walton	A large, detached residential property constructed in red brick with light brick banding and quoining and sits under a gable ended roof. Prominent chimneys flank the dwelling. The front elevation has a central entrance with a Doric portico and two-storey, stone dressed, bay windows to either side. The property set back from the High Street with a long front garden and is an atypical property within this character area; the scale and appearance contrasts with the concentrated development pattern but is architecturally attractive, contributing to a varied streetscape.







Figure 90 Images above: views of Alfred Terrace

Walton Character Area Nine: Alfred Terrace

Summary of character area

This character area forms a small residential section just north of the High Street. The Alfred Terrace is set around a T junction. This character area has two phases of development; Numbers 1-21 and 2-26 comprise of the late nineteenth century development phase and

The area is of a piecemeal development and largely consists of terraced cottages set over two storeys. The properties within this character area follow a similar scale, form, proportion, and appearance from which this character area draws its individuality. There are no statutory listed buildings in this area. The significance of this area derives from the group value of the terraces which are distinct in their appearance.

Land Usage

The land use in this character area is exclusively residential. Diverting off the High Street, the properties abut the road. Numbers 1-21 and 2-26 have large front gardens. This affords the road a greater sense of openness and a wider road.

Landscaping and Open Spaces

As this is a residential area the open space is relatively limited. Numbers 1-21 and 2-26 being far set back within their plot, offers relief from the density of the built



form. Although, the majority of front gardens have been replaced with hardstanding to accommodate driveways, which hardens the area and would benefit from softer landscaping and boundary treatments to reinforce the residential character (see figure 91).

Local Building Materials and Details

This character area is defined by its late nineteenth and early twentieth century terraced cottages of a similar design. The terraces present a simple composition and mirror in design with front entrances set next to another with a single window to ground and first floor. The properties are mainly rendered, there are several that are painted brick and few that are red brick. The roof coverings vary, with a mix of slate and concrete and red plain and pan tiles. The chimneys are bold, and dominate the roofscape, appearing disproportionate to the size of the dwellings. The chimneys are visually prominent and contribute to local style and detailing.

There are some slight stylistic differences between the rows of cottages. For example, Numbers 48-56 have canted oriel windows to the first floor, which overhang into the street. To the south of Alfred Terrace some properties have Doric porticos (see figure 93). Numbers 28 – 44 are relatively plain, with little to no architectural details.

Unsympathetic alterations, particularly to Number 1-21 and 2-26, such as the addition of porches, bay windows and dormers as well as differing elevation treatments and roof coverings dilute the cohesive appearance of the group.



Figure 91 Front gardens



Public Realm

The public realm consists of tarmacked pavement. Street furniture in this area is limited with a few streetlamps and parking restriction sigs which are small.

Contribution by Key Un-Listed Buildings

There are no key unlisted buildings identified within this character area. The significance of this character area derives from the group value as a collection of terraced properties dating from the nineteenth and early twentieth century.



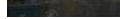


Figure 92 Dormer extension

Figure 93 Doric Porticos



Walton Character Area Ten: Saville Street and North Street

Summary of character area

Saville Street and North Street form a small residential pocket to the north of the High Street. The area was established by John Penrice in 1829 to provide holiday accommodation in particular summer rentals for the gentry and includes the first resort housing to be built in Walton. The Streets are arranged in a perpendicular layout and once benefited from sea views.

There are five listed buildings in this character area all of which are Grade II listed;

- Gothic House, Grade II (list entry: 1165832
- Blue Shutters, Grade II (list entry: 1337142)
- 15 and 17 Saville Street, Grade II (list entry: 1317129) and
- St Dominics, Grade II (list entry: 1111505)

The streetscape in this character area is varied due to the wealth of historic buildings. The character of the area is residential, and the atmosphere is undisturbed in contrast to the High Street. The properties front the road with small front gardens contributing to a more open and residential appearance. Only the east side of North Street is included in the Conservation Area.



Figure 94 Saville Street and North Street



Land Usage

The land use within this character area is exclusively residential. It includes Saville Street, Stratford Place and the east side of North Street which diverge north of the High Street.

Landscaping and Open Spaces.

As an exclusively residential area the development is relatively low density. The majority of the properties within this character area have small front gardens, with planting and small areas of lawn which create a softer streetscape and contribute to the residential character of the area.

Replacement of front gardens with hardstanding is an unsympathetic and diminishes the residential character. There are some attractive boundary treatments, for example y low brick walls with brick piers with ironwork. There are some instances where the boundaries have been replaced with low breezeblocks walls or close boarded fences which detract from the traditional character of the area.

Although there are limited open spaces within the area, there are glimpses of the seafront (see figure 95) and standing in North Street looking north, there are views of Walton's wider setting looking onto Walton Mere (see figure 96). This contributes to the more tranquil atmosphere of the residential area.



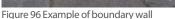




Figure 95 Glimpsed views of the sea



Figure 97 Example of boundary wall replacement







Figure 99 Example of historic pair of houses within the area



Figure 100 Example of historic buildings within the area

Local Building Materials and Details

This area contains some of Walton's earliest tourist development, thus there is a wealth of historic building stock within this small section of the Conservation Area (see figures 99 and 100). As the area was initially developed for the gentry, there is a collection of high-status Regency and Victorian terraced properties which are set over three storeys. There are two-storey dwellings nearer the High Street which are a mix of terraced, semi-detached, and detached dwellings. There are some good quality villas and nineteenth century cottages, their significance is recognised through their listing.

Properties are typically rendered or painted brick. with the exception of Numbers 14-20 which are redbrick. St Dominics, Grade II (list entry: 1111505) is white weatherboarded which is unique within the area and contributes to an understanding of its pre-eminence.

Most of the properties do not conform to a uniform design and are a mixture of architectural styles adopting the elegant symmetry of Regency styling and the influences of the Gothic revival.

Public Realm

The public realm in this character area comprises tarmacked pavements and road. The street furniture within the area is limited, with few streetlamps, indicative of the residential character.



Contribution by Key Un-Listed Buildings

Key buildings within the

character area have been identified below. As outlined in Section 2.2, this list in not exhaustive, there are many buildings within the area which make a positive contribution to its character and appearance. Those that present high quality detailing, use traditional and local materials, and relate to the architectural context of the area form part of the Conservation Area's significance. Those that are not listed remain good examples nineteenth century architecture, contributing to the area's historic individuality and design.

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Address	Description
23-27 Saville Street	The Conservation Area boundary specifically extends to include this row of early to mid-century properties. The terrace is set over three-storeys and are simple. Number 29, also set over three storeys although slightly set down from the neighbouring 23-25. It is rendered and decorated with stucco plaster work and decorative eaves.
12-20 Saville Street	A row of mid-Victorian terraces, noted on historic maps as the 'Richmond Villas', they are large four storey buildings, including a basement level. Constructed in red brick with yellow brick banding and stone lintels painted white. This row presents many attractive features, large chimneys, deep projecting canted bays over three storeys with a parapet. The principal entrance of the properties is stepped road level which contributes to their prominence within the street.





4. Opportunities for Enhancement

The following key opportunities for enhancement have been identified and are summarised below in brief. The list is in no way exhaustive, and neither are the opportunities identified unique to Frinton and Walton, with many being shared with other Conservation Areas.

4.1 Access and Integration

Within Frinton there have recently been improvements made to the waymarking from the station, with the renovation of the gardens at the Spinney Nature Reserve providing a pleasant gateway to the area. This area surrounding the station would still benefit from stronger waymarking to Connaught Avenue and the seafront, such as a signpost in the style found elsewhere throughout the Conservation Area. Waymarking is of high quality throughout Frinton and should be maintained.

Following the move of the Pier after a storm, the Pier has been separated from the historic core of Walton and accessed by a narrow road. The connection between the Pier and the historic core and High Street could be improved through stronger waymarking, high quality public realm features such as flower planting. Throughout Walton, enhancements to pedestrian access should be considered, as they are currently limited and impact on the way the Conservation Area is experienced.

4.2 Car Parking and vehicular traffic

Frinton has characteristically wide streets, which enable space for car parking without it causing great concern, as it can be across other seaside towns; the Esplanade provides rows of parking, without this affecting the flow of traffic. However, there is a visual impact caused by parked cars, for example the line of cars separating the Esplanade from The Greensward. Along Connaught Avenue,



Figure 101 Enhanced space at Spinners Nature Reserve

parking is more of a concern, as the street sees more vehicular traffic with short term parking along both sides of the street. There is opportunity to improve the pedestrian experience of Connaught Avenue in particular, and to provide easier pedestrian access to The Greensward from Connaught Avenue.

Within Walton, the one-way traffic system contributes to high vehicle speed and considerable congestion in and around the Conservation Area during the summer months. This is especially a concern along the High Street, where higher vehicle traffic combined with only two pedestrian crossings detracts from the experience of the High Street. The traffic system has also resulted in the pedestrian severance of the town from the seafront, as the width of The Parade and the lack of pedestrian crossings do not foster a sense of connection between the two parts of town. Other traffic related issues include on-street parking, as few properties in the conservation area have front gardens and many roads now have residents parking schemes.



4.3 Heritage Interpretation

There are a range of Interpretation Boards across the Frinton area, which make a strong contribution to the appreciation of the Conservation Area. Boards can be found at the south-western end of The Greensward, at the Memorial Garden on Connaught Avenue, and at the Crescent Gardens. There is some opportunity for improvement, particularly for the board in the Crescent Gardens, which have weathered and as a result, there is reduced legibility of the board. There are also boards which are linked to the 'Resorting to the Coast' trail; this is a district wide project which links seaside resorts of Tendring, led by Tendring District Council and local communities and stakeholders. These boards make a positive contribution to the area and reflect its significance as one of many coastal towns across Tendring with a shared heritage. The boards should continue to be maintained, and information updated regularly within them to ensure they are not left blank and that they reflect current information.

There is scope within the Frinton Park Estate to provide some interpretation on the Modern Movement development. Currently, there is no physical interpretation within the area, however digital interpretation exists through the Radical Essex project; this is a project which ran in 2016-17 led by Focal Point Gallery in collaboration with Visit Essex and Firstsite to provide insight on Essex's role in British Modernism. There is potential to reflect the work of the project physically within the area, to provide further understanding into the history and significance of the Estate.

The Round Gardens within Walton contain an interpretation board which reflects the historic site of the Martello Tower. This makes a positive contribution to the area and should continue to be maintained.

4.4 Inappropriate Modern Development

Inappropriate modern development within Frinton typically is formed by blocks of flats, which introduce uncharacteristic massing and materials into the area. These include the flats on the Esplanade, particularly Kings House at the corner of Connaught Avenue, The Crescent, and Fourth Avenue. These flats are inappropriate in their scale and massing, and tend to comprise of long stretches of buildings, contrasting with the large, detached villas which are more characteristic of Frinton. The front gardens to these flats should continue to be maintained, as they provide a small but significant buffer between the blocks and the street. The well maintained and planted plots make a positive contribution to the streetscene.

Consideration should also be given to the Modern Movement houses; many have undergone inappropriate changes such as the loss of original features like windows, doors, staircases, and façade treatments, as well as the addition of garages. Alterations and development should continue to promote coherent groupings of Modern Movement Houses and enhance their period character and appearance.

Within Walton, there are several examples of inappropriate development. The inappropriate development largely relates to alterations and extensions to the historic building stock, diluting the character and appearance of the Conservation Area. However, there are also examples of inappropriate modern buildings. The development between the High Street Car Park and The Parade, for example, comprises flats which are inappropriate in the form and appearance, as they make no reference to the local building stock and materials. They are located on a prominent corner plot and generally detract from the more characterful buildings.

Number 46 The Parade is an example of a twentieth-century building which is a good representative of its architectural style, which highlights the importance of ensuring scale is respectful of existing historic buildings. Another example at 68-72



High Street, although two storeys, is more in keeping with the scale of the three storey buildings within the area; however, the general appearance of the building is out of keeping with the modest appearance of surrounding buildings due to its large glazed windows and signage.

4.5 Maintenance

The special character of the buildings in Walton is considered to have been diminished by poor condition and lack of routine maintenance, and the visual effect of multiple-occupancy buildings, such as the higher levels of waste receptacles and parking of cars in the forecourts of properties.

Due to the topography of the land, the large scale of buildings along the sea front and the development pattern of the commercial centre, there are many views of the rears of properties. These would benefit from general and ongoing maintenance.

The sea defences are an important and distinct feature of the seaside town, their



Figure 102 Uneven road surfacing

continued maintenance would work to preserve the conservation area's special interest.

4.6 Public Realm

Street Furniture

Street furniture, such as benches, signage and waste bins across Frinton are typically of historic character. Streetlights are predominantly sympathetic, with historic lanterns, although many have had their posts replaced to modern materials.

Traditional street furniture within Walton is typically concentrated within the High Street, with modern, functional features found elsewhere throughout the area.

There is no Conservation Area wide coherent approach to public realm features, meaning there is scope to introduce consistency in quality across the whole area, which may enhance the sense of place.

Hard Landscaping

The hard landscaping across the Conservation Area within Frinton is typically of high quality, with designed elements such as scoria brickwork. There is scope for enhancement by ensuring the same high-quality approach is reflected throughout the Conservation Area, as there are currently some streets and pavements which are better maintained than others.

Hard surfacing is a particular concern within the Frinton Park Estate, where the private roads are in poor condition.

Surfacing throughout Walton is varied and could benefit from maintenance and the introduction of high-quality local materials.



Open Spaces

There are a number of open spaces across the Conservation Area, as highlighted in the Character Assessment in Section 3. These currently make a positive contribution to the Conservation Area and should continue to be maintained.

Trees and Planting

Trees and planting are used effectively throughout the Conservation Area and should continue to be maintained, ensuring plans for replanting where any trees are nearing maturity. The street trees are of particular importance in Frinton, where they make a considerable contribution to the character of residential streets and Connaught Avenue. There are examples where trees have been cut down and not replaced, particularly along Connaught Avenue and Holland Road; there is opportunity to reinstate these.

Trees and planting within Walton is limited, and the area would benefit from a considered approach to landscaping. The planting within the gardens in Walton should be maintained, as it makes a positive contribution.

4.7 Shop Frontages

Frinton and Walton contain a number of historic shop frontages which make a positive contribution to the area, predominantly located within Connaught Avenue and the High Street. While many have retained their historic character, some are in need of small maintenance repairs and have undergone unsympathetic alterations; of those many are vacant in Walton and are therefore at risk of deterioration or loss of the architectural details which give them their character.

Any alterations to shop fronts within Frinton should reflect the <u>Council's Shopfront</u> <u>Design Guidance</u>, and any within Frinton and Walton should reflect the <u>Essex</u> <u>County Council's Design Guidance for Historic Shop Fronts in Historic Areas</u>.

4.8 Vacant Premises

There are a number of vacant properties across Walton, which provide opportunity for enhancement through general repair and maintenance. Walton has varied visitor numbers at different times of the year. In the summer months, the roads and services become overrun. In the winter, the roads and shops are relatively empty. Many businesses have closed in Walton in recent years, perhaps due in part to the inconsistency in trading levels. As a consequence, the vacancy of shops and other buildings has an adverse effect on the appearance and amenity of the Conservation Area.

There are very few vacant buildings in Frinton, however where they exist they would benefit from enhancement. Examples are at No. 15 Second Avenue and No 6 below on the Esplanade.



Figure 103 Vacant building on Frinton's Esplanade

PLACE SERVICES

5. Management Proposals

Section 4 has identified a wide range of opportunities for the Frinton and Walton Conservation Area, many of which share common themes. This section seeks to recommend management proposals which address these in both the short and long term.

The area covering Frinton has previously had a Management Plan created, dated 2007, and Walton dated 2009. This assessment has included a review of the 2007 and 2009 plans, to incorporate aspects which are still relevant to the management of the Conservation Areas and to update where necessary.

5.1 Positive Management: Short term

The first set of proposals relate to positive management and focus on good practice and improved ways of working with the Local Planning Authority. These are generally low cost and can be implemented within a short timeframe, typically within one or two years.

Enforcement

Where the necessary permission has not been sought for alterations, such as advertising signage and building alterations which are not contained within the General Permitted Development Order, the Local Planning Authority's powers of enforcement should be considered. This could assist in reinstating any lost character and appearance or architectural features that may have had a negative cumulative effect on the Conservation Area, as well as avoiding a precedence being set for similar, uncharacteristic and unsympathetic works.

General Maintenance: Public Realm and Highways

Through the agreement of a standard good practice within the Conservation Area between relevant Local Planning Authority teams and other landowners, long term goals can be set to promote good design within the public realm, such as avoiding excessive road markings or signage and agreeing a standard street furniture within Character Areas to ensure consistency over time as elements are introduced or replaced. This will have a long-term positive impact on the Frinton and Walton Conservation Area and ensure the preservation of characteristic features.

Heritage Statements, Heritage Impact Assessments and Archaeological Assessments

In accordance with Paragraph 194 of the NPPF, applicants must describe the significance of any heritage assets affected, including any contribution made by their setting. The level of detail should be proportionate to the assets' importance and no more than is sufficient to understand the potential impact of the proposal on their significance.

All applications within the Conservation Area and its setting require an appropriately detailed and sufficient Heritage Statement. Any application without a Heritage Statement should not be validated.

The key views analysed within this document are in no way exhaustive. The impact of any addition, alteration or removal of buildings, structures, trees or highways on key views should be considered to aid decision making. This includes development outside the Conservation Area. Where appropriate, views must be considered within Design and Access Statements or Heritage Statements. This



should be in accordance with Historic England's Historic England, *The Setting of Heritage Assets: Historic Environment Good Practice Advice in Planning Note 3* (2017). Applications which fail to have assessed any impact upon views and the significance of relevant heritage assets should not be validated.

Local Heritage List

A Local List identifies buildings and structures of local architectural and/or historic interest, and these are considered to be 'non-designated heritage assets' under the provisions of the NPPF. Local Lists can be beneficial in ensuring the upkeep and maintenance of historic buildings that contribute to the character of the settlements. Currently, Tendring District Council is currently working towards establishing a Local List. The exercise of creating a Local List will facilitate a greater understanding of the area and can be utilised as a public engagement strategy to improve awareness and understanding.

Neutral and Negative Elements

Tendring Council must not allow for the quality of design to be impacted by the neutral and negative elements of the built environment. Officers must, where possible, seek schemes which enhance the built environment and look to conserve and reinstate historic features. It is also considered that poor quality or unsympathetic schemes do not preserve the special interest of the Conservation Area and therefore are discouraged, both within the Conservation Area and its setting; this is due to the potential impact to the character and appearance of the area.

New Development

There are opportunities within Frinton and Walton and their setting for new development which makes a positive contribution to the Conservation Area. To be successful, any future development needs to be mindful of the local character and appearance of the Conservation Area, while addressing contemporary issues such as sustainability.

Successful new development will:

- Relate to the geography and history of the place and the lie of the land;
- Positively respond to the pattern of existing development and routes through and around it (including public footpaths);
- Respect important views;
- Respond to the scale of neighbouring buildings;
- Use local, traditional and high quality materials; and
- Use high quality building methods that responds to existing buildings in the area.

Tendring Council should guide development in a positive manner by:

• Engaging with developers at an early stage through the Pre-Application Process to ensure modern development is high quality in design, detail and materials, that responds to the existing built environment.

- Ensuring large scale development schemes are referred to a Design Review Panel (or similar) to ensure that new buildings, additions and alterations are designed to be sympathetic with the established character of the area. The choice of materials and the detailed design of building features are important in making sure it's appropriate to a conservation area.
- Seeking opportunities for developers to make a positive contribution to the wider historic environment through Section 106 Agreements.

Public resources

The preservation and enhancement of private properties can be improved through the publishing of resources aimed to inform property owners and members of the public. An introductory summary of the Conservation Area Appraisal in the form of a leaflet or factsheet(s) is a simple way to communicate the significance of the area and ensure members of the public are aware of the implications of owning a property within a conservation area. In addition, a maintenance guide would assist property owners in caring for their property in an appropriate manner. A single Good Practice Design Guide on standard alterations such as signage, shopfronts, windows, doors, rainwater goods, boundaries and roof extensions will ensure inappropriate development does not continue to be the accepted norm.

- Provide guidance on appropriate design and materials for windows and doors and encouraging the retention or reinstatement of historic glazing patterns and door designs and the use of appropriate materials.
- Provide guidance on the traditional form of boundary treatments and

encourage their reinstatement where they have been removed or compromised.

- Provide guidance on traditional roofing materials and encouraging the reinstatement of good quality slate and the removal of unsympathetic modern materials such as interlocking concrete tiles.
- Provide and update guidance relating to signage. This should address appropriate size and design, the extent and amount and associated lighting. All further planning applications and advert consent applications should be required to comply, where possible, with this standard, designed to help to restore the character and appearance of the Conservation Area.

Poor maintenance leads to the deterioration of the fabric of the built environment and results in a loss of architectural details. Improved awareness of simple maintenance and repair would be conducive with the preservation of Walton and to a lesser extent Frinton's built heritage.

At present there is a range of interpretation (information boards, signage, webpages) within the Conservation Area and relating to the Conservation Area, aimed at improving understanding and awareness. These must continue to be maintained and updated where appropriate to ensure awareness and establish the identity of Frinton and Walton as a historic settlement.

Shop Frontages

As outlined in Section 4.8, there is potential to raise awareness of the importance of historic shopfronts and traditional signage and the contribution they make to





the special interest of the Conservation Area through the production of information leaflets or web pages which provide guidance for shop owners on upkeep and maintenance of historic frontages. Article 4 Directions could also be used to prevent loss of historic shop frontages.

Tall Buildings

Within Frinton tall buildings have been introduced to the Esplanade which are inappropriate in height. Blocks of flats are often over four storeys, with Frinton Court reaching up to twelve storeys. These buildings are prominent in views along the historic Esplanade and from The Greensward; Frinton Court is also visible from areas of the Avenues as well, particularly from Holland Road, and encloses the churchyard of the old Church of St Mary's. It is important that future development does not exceed an appropriate height of four storeys within the Conservation Area, where buildings are rarely over this height. This will prevent cumulative harm within the area.

Walton has had some modern tall buildings introduced which are between four to five storeys, particularly along the seafront; it is considered that buildings over three to four storeys would be uncharacteristic of the area, resulting in a negative impact to the character and appearance of the Conservation Area.

Tree Management

In line with the Town and Country Planning Act, all trees in Conservation Areas are afforded the same protection as a Tree Preservation Order. Trees which have a trunk diameter of more than 75mm, at a height of 1.5m from the ground, may not

be felled or lopped unless six weeks written notice has been given to the Council. Six weeks notice has to be given to the council under S211 of the Act.

It is also considered that any prominent trees, street trees, and trees with amenity value on private land throughout the Conservation Area should be monitored and maintained appropriately. This will ensure the symmetry along tree lined streets and visual rhythm, as well as maintain the green character of the area. Any tree that makes a positive contribution to the area should be retained, maintained and, if felled (only if dead, dying or dangerous) replaced with an appropriate new tree.

Twentieth Century Premises

There are some later twentieth century developments which make a neutral or negative impact on the character and appearance of the Conservation Area. Some of these do represent a changing approach to development within Frinton in particular, and are of some architectural interest, however the majority have scope for enhancement through a considered design approach which can guide future improvements. Should opportunities for redevelopment arise in the future, high quality design should be pursued and encouraged through design guidance.

5.2 Positive Management: Longer Term

The second set of proposals are also focused around positive management but either take longer to implement or are better suited to a longer time frame.



Access and Integration

Enhancements could be considered to create a stronger relationship between Frinton's station and its historic core and seafront. This could be achieved through the introduction of a sympathetic signpost within the courtyard area.

Waymarking to Walton's Pier could be improved reconnect it with the historic core and enhance pedestrian experience.

Article 4 Directions

There would be scope for three targeted Article 4 Directions in Frinton for the Avenues, Connaught Avenue, the Frinton Park Estate and Walton. Further assessment into the removal of permitted development rights is recommended to address common issues, such as the replacement of windows and doors, and historic shopfronts.

Car Parking

As noted in Section 4.2, car parking concerns vary across Frinton and Walton. The approach to car parking should begin with a car parking survey to establish the need for car parking and targeted areas for improvement. Once the level of necessary car parking has been established a landscape strategy should be created in conjunction with local stakeholders. Schemes to relieve the parking problems in the towns should be considered in order to help encourage the retention of front gardens for planting rather than their conversion to hard surfacing. Planting and landscaping schemes could also improve the appearance of larger public car parking areas.

Character Appraisal and Management Plan

The Conservation Area Appraisal and Management Plan should be reviewed every five years to monitor change and inform management proposals.

As the Conservation Area Appraisal notes, Frinton and Walton are distinctly separate places with their own identities. It is suggested that the Conservation Area should be divided, in recognition of their respective characters, into separate conservation areas: one for Walton and one for Frinton and the Frinton Park Estate. This division has already been acknowledged in the approach to the 2007 and 2009 management plans and should be considered going forward.

Conservation Area Boundary

The Conservation Area boundary has been revised within this appraisal in accordance with, Section 69 of the Planning (Listed Buildings and Conservation Areas) Act 1990, the NPPF and Historic England *Conservation Area Appraisal, Designation and Management: Historic England Advice Note 1 (2019).* It is



proposed that the boundary is amended to:

- exclude the modern housing to the south-west of Frinton station;
- include the Catholic Church on Connaught Avenue;
- include a small area of public realm at the junction of Connaught Avenue and Queen's Road;
- include the number 123-127 High Street; this row of three storey buildings are set over three stores and demark the end of the High Street before the road verges off to the seafront. The buildings were constructed in 1923 and have attractive detailing.

The boundary should continue to be assessed as part of future reviews of the Management Plan to ensure it is robust and adequately protects the significance of the area.

Interpretation: Improved Understanding and Awareness

It is important that local people should understand the significance of their area to invite engagement from the local community. There is a clear need to publish information on the history of Frinton and Walton and their special qualities. This could be an outcome of the character appraisal process.

One method may be through formalising a Conservation Area Advisory Committee to act as an important interface between local understanding and council decision

making.

At present there is a range of interpretation across Frinton and Walton, including information boards, signage, and webpages which are aimed at improving understanding and awareness. These are detailed in Section 4.3. These should continue to be maintained, and further methods of interpretation explored such as the introduction of a heritage interpretation board within the Frinton Park Estate. This would be an effective way to improve the awareness and re-establish the identity of the Modern Movement as an area of national significance.

The Resorting to the Coast project, led by Essex County council and Tendring District Council and funded by the National Lotter Heritage Fund, should continue to be maintained to ensure that boards are kept up-to-date and that website links are functioning correctly.

There are also opportunities to improve skills at all levels. The District Council's Historic Environment Champion will be instrumental in seeking to raise awareness of conservation issues among elected councillors. The County Council is the key to the improvement of historic building craft skills in the building trades through its programme of training events.

Design Codes

It is considered that, due to the unique character of Frinton and the Frinton Park Estate, these areas would benefit from more prescription over the design of new buildings, rather than adopting a case-by-case approach, through an overarching design code. Coding would set out principles for new buildings according to their location and context.



Walton would benefit from an overarching design guide that sets out unique local detail so that new development is coherent with the character and appearance of the Conservation Area and do not detract from its special interest.

The guidance provided by the design codes would be adopted as a Supplementary Planning Document with the implication that planning decisions would be coherent where proposals are put forward in accordance with the code.

Enforcement

It is apparent that there have been many cases of inappropriate changes across the Conservation Area, particularly regarding window replacements. It is recommended that a photographic survey is undertaken as a baseline record for measuring change, monitoring building condition and to provide evidence for enforcement. For the latter, however, it is important that the record is updated every four years because breaches more than four years old cannot be enforced against. Communities can assist with this work, perhaps led through the proposed Conservation Committee.

Local Businesses

It is also considered that local businesses within Frinton help to create a unique character to the area, and that wherever possible local businesses should be supported within Connaught Avenue. This is also the case in Walton, where the high proportion of local shops in the retail core is a significant aspect of Walton's character. Many of the local retailers are concentrated around the "Six Releet",

which is the local name for the wide junction of Old Pier Street, Suffolk Street, Newgate Street and Station Street. Traffic and parking, loading and servicing have been identified as significant factors, but promoting support for local shops is vital if existing values are to be maintained.

Opportunity Sites

There are some opportunity sites across the Conservation Area which, if sensitively redeveloped, may enhance the character and appearance of the Conservation Area. Sites which may provide opportunity for enhancement include:

- Improvement of the junction of Connaught Avenue and Old Road. This 'gateway' to the shopping area could be enhanced by more-sensitive developments on the raw ends of the 1960s buildings that currently frame the street.
- The setting of Frinton Station could be improved, as it currently is dominated by a tarmac parking lot with minimal pedestrian access or wayfinding.
- Improvements could be made to the open carparks in the Conservation Area and within the immediate setting. For example, The High Street Car park (within the Conservation Area) and the Church Road Car Park. Planting could soften their appearance.
- Increased interpretation boards in Walton could enhance public understanding of the historic development of the area.



- There are a number of vacant and sites within Walton where consideration should be given to their enhanced maintenance.
- The Pier appear deteriorated due to lack of maintenance, which has been exacerbated by storm damage. Repairs and maintenance of the Pier is required as this would enhance the appearance and experience of the Walton's main tourist attraction.
- The Royal Albion Hotel was vacant at the time of this assessment. The property is located on a prominent corner plot and the end of the High Street facing the sea front. Enhancement of this site would greatly improve the aesthetic quality of the streetscene.
- Buildings located outside of the Conservation Area may also have an impact on its character due to visibility from within the Conservation Area. For example, Kino Amusements and former site of Walton Autos would benefit from some enhancement as this could improve the steetscene and approaches into the Conservation Area.

Public Realm

The first opportunity to enhance the character and appearance of the Conservation Area is through investment to improve the wider public realm. This can be achieved through continuing to maintain existing areas of public realm, and to seek to improve and rationalise existing street furniture.

General enhancements to public areas within Walton would include raising the quality of materials and detailing for paving, coordinated schemes for signage and

lighting, planting and maintenance of street trees and verges, and management of traffic and servicing.

Shop Frontages

There is scope for improvement to shop frontages to enhance the character and appearance of the historic streetscape. In addition to tightening controls, small grant funding schemes would provide an incentive to encourage private property owners to carry out works to enhance their property and thereby the wider conservation area.

Vacant shop units can be enhanced creatively at a low cost and should be considered a 'blank canvas' for improvement. This could include public art or information on the area.

The Council should consider utilising existing powers to intervene where any unit has been vacant for over three months so that it does not detract from the areas character and appearance.

Upper Floors

Small grant funding schemes would provide an incentive to encourage private property owners to carry out works to enhance their property and thereby the wider Conservation Area.



5.3 Funding Opportunities

There are three main funding opportunities which would assist in the execution of these plans:

National Heritage Lottery Fund

The National Heritage Lottery Fund (NHFL) is the single largest dedicated funder of heritage in the UK and therefore is a key source of potential funding. Funding is often targeted at schemes which preserve, enhance and/or better reveal the special interest of the area whilst also improving public awareness and understanding. Grant opportunities and requirements change overtime, for up-to-date information on NHLF schemes Tendring Council should consult their appointed Heritage Specialist.

Section 106 Agreements

Planning obligations, also known as Section 106 agreements, can be used by the local authority to ensure any future development has a positive impact upon Frinton and Walton. These agreements could be used to fund public realm or site-specific improvements.

Partnership Schemes in Conservation Areas (Historic England)

Partnership Schemes in Conservation Areas is a programme run by Historic England to target funding for the preservation and enhancement of conservation areas. As the name suggests, the scheme forms partnerships with local authorities (along with any additional funding partners) to facilitate the regeneration of an area through the conservation of its built heritage. The scheme makes funds available to individuals to enable them to carry out repairs or improvement works to their property to enhance the area. This would be suitable to preserve and enhance either the shop frontages or the architectural detailing.

6. Appendices

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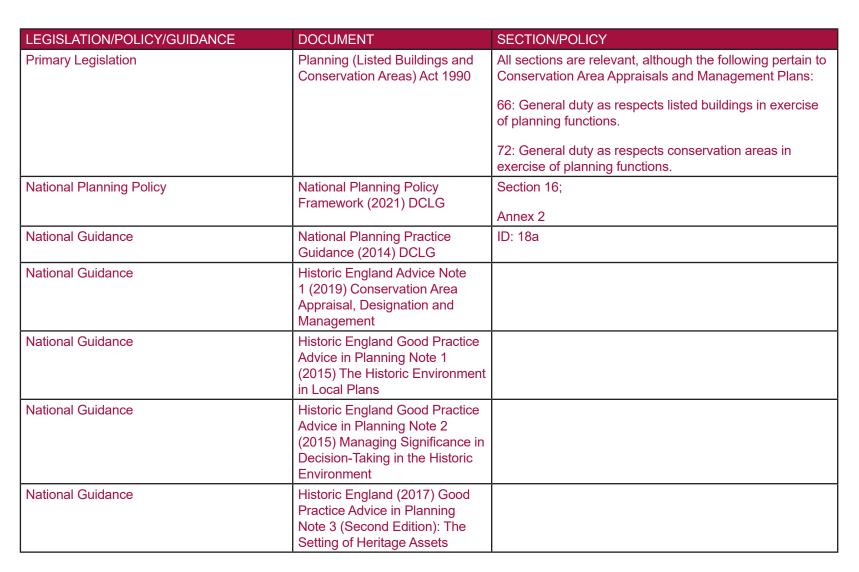
Archives

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Historic Environment Record (Essex County Council)



6.2 Legislation, Policy and Guidance







National Guidance	Historic England (2017) Traditional Windows	
National Guidance	Historic England, High Streets for All (2018) Advice for Highway and Public Realm Works in Historic Places	
National Guidance	Historic England (2020) Conserving Georgian and Victorian terraced housing	
Local Supplementary Planning Document	Tendring District Local Plan 2013-2033 and Beyond (2022)	Section 2



6.3 Glossary

Term	Description				
Archaeological interest	There will be archaeological interest in a heritage asset if it holds, or potentially may hold, evidence of past human activity worthy of expert investigation at some point. Heritage assets with archaeological interest are the primary source of evidence about the substance and evolution of places, and of the people and cultures that made them.				
Conservation (for heritage policy)	The process of maintaining and managing change to a heritage asset in a way that sustains and, where appropriate, enhances its significance.				
Designated heritage asset	A World Heritage Site, Scheduled Monument, Listed Building, Protected Wreck Site, Registered Park and Garden, Registered Battlefield or Conservation Area designated under the relevant legislation.				
Heritage asset	A building, monument, site, place, area or landscape identified as having a degree of significance meriting consideration in planning decisions, because of its heritage interest. Heritage asset includes designated heritage assets and assets identified by the Local Planning Authority (including local listing).				
Historic environment	All aspects of the environment resulting from the interaction between people and places through time, including all surviving physical remains of past human activity, whether visible, buried or submerged, and landscaped and planted or managed flora.				
Historic environment record	Information services that seek to provide access to comprehensive and dynamic resources relating to the historic environment of a defined geographic area for public benefit and use.				
Local List	Local listing is a concept that is designed to ensure that the historic and architectural interest of buildings that are of local importance but do not meet the criteria for being nationally listed is taken account of during the planning process. Local lists can be used to identify significant local heritage assets to support the development of Local Plans.				



Non-Designated heritage asset	Non-designated heritage assets are buildings, monuments, sites, places, areas or landscapes identified by plan-making bodies as having a degree of heritage significance meriting consideration in planning decisions, but which do not meet the criteria for designated heritage assets. Only a minority of buildings have enough heritage significance to merit identification as non-designated heritage assets.
Setting of a heritage asset	The surroundings in which a heritage asset is experienced. Its extent is not fixed and may change as the asset and its surroundings evolve. Elements of a setting may make a positive or negative contribution to the significance of an asset, may affect the ability to appreciate that significance or may be neutral.
Significance (for heritage policy)	The value of a heritage asset to this and future generations because of its heritage interest. That interest may be archaeological, architectural, artistic or historic. Significance derives not only from a heritage asset's physical presence, but also from its setting.

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Great Bentley Conservation Area Character Appraisal and Management Plan



Client: Tendring District Council

Date: November 2023





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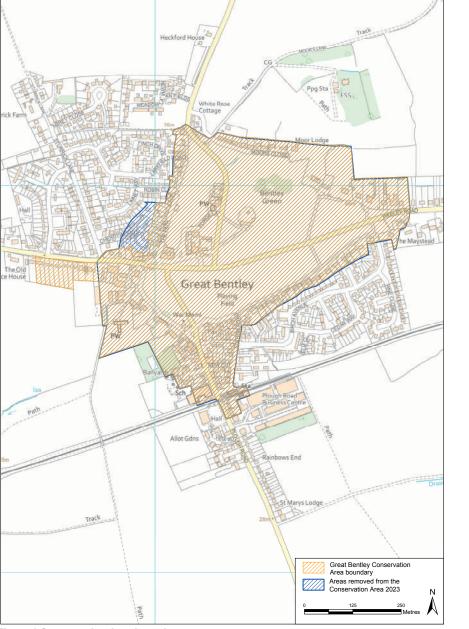
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1. Introduction

1.1 Summary

This Conservation Area Appraisal and Management Plan provides an overview of the Great Bentley Conservation Area, outlining its designation history, alterations to the boundary, and a description of its special interest. The appraisal will also consider buildings, green spaces, and features which contribute to the Conservation Area's character and appearance.

Conservation Area designation provides broader protection than the listing of individual buildings as it recognises all features within the area which form part of its character and appearance and ensures that planning decisions take the enhancement and preservation of the area into consideration.

Great Bentley is a village with a large central green, from which it derives much of its character and special quality. Great Bentley is predominantly residential and is surrounded by agricultural land, it also has a railway station, which is a branch of the Great Eastern Main Line. The significance of the Great Bentley Conservation Area largely derives from its rural character and the expansive village green.



1.2 Conserving Tendring's Heritage

Tendring District Council appointed Place Services to prepare a Conservation Area Appraisal for Great Bentley. The document is provided as baseline information to support in the conservation of Great Bentley's heritage.

This report provides an assessment of the historic development and character of Great Bentley and outlines its special interest. The appraisal will also consider the significance of heritage assets and the contribution that these, along with their setting, make to the character of the area. The understanding of significance will be used to assess the susceptibility of the Conservation Area to new development, highlighting key assets of importance.



Figure 2 Photo of the Church of St Mary



1.3 Purpose of Appraisal

This document is to be used as a baseline to inform future change, development and design with regard to the sensitivities of the historic environment and its unique character.

The appraisal recognises designated and non-designated heritage assets within the area which contribute to its special interest, along with their setting.

It will identify the area's building styles, forms, materials, scale, density, roads, footpaths, alleys, streetscapes, open spaces, views, landscape, landmarks, and topography. These qualities will be used to assess the key characteristics of the area, highlighting potential impact future developments may have upon the significance of heritage assets. This assessment is based on information derived from documentary research and analysis of the areas.

This appraisal will enhance understanding of Great Bentley and its development, informing future design. Applications that demonstrate an understanding of the character of a Conservation Area are more likely to produce appropriate design and positive outcomes for agents and their clients.

It is expected that applications for planning permission will also consult and follow the best practice guidance outlined in the bibliography.

1.4 Frequently Asked Questions

What is a conservation area?

Conservation areas are designated by the Local Planning Authority as areas of special architectural and historic interest. There are many different types of conservation area, which vary in size and character, and range from historic town centres to country houses set in historic parks. Conservation area designation introduces additional planning controls and considerations, which exist to protect an area's special character and appearance and the features that make it unique and distinctive. Although designation introduces controls over the way that owners can develop their properties, it is generally considered that these controls are beneficial as they sustain and/or enhance the value of properties within conservation areas.

The National Planning Policy Framework regards conservations areas as 'designated heritage assets'.

The 1990 Planning (Listed Buildings and Conservation Areas) Act specifies the general duty of Local Authorities, in the exercise of planning functions (Section 72). The 1990 Act states that special attention shall be paid to the desirability of preserving or enhancing the character or appearance of a conservation area.

How are conservation areas designated and managed?

The designation process includes detailed analysis of the proposed conservation area and adoption by the local planning authority. A review process should be periodically undertaken, and the Conservation Area assessed to safeguard that it retains special architectural or historic interest. Threats can be identified, and the boundary reviewed, to ensure it is still relevant and appropriate.

This Conservation Area is supported by an appraisal and management plan. The appraisal describes the importance of an area in terms of its character, architecture, history, development form and landscaping. The management plan, included within the appraisal, sets out various positive proposals to improve, enhance and protect the character and appearance of the Conservation Area.

How can I find out if I live in a Conservation Area?

Boundary maps of conservation areas can be found on your Local Planning Authority website. Some authorities have an online interactive map search allowing you to search for a property. You can also contact your local planning authority directly to find out if you reside within a conservation area. Tendring District Council's Conservation Areas can be found within the Planning section under Heritage, conservation & trees.

What are the Council's duties regarding development in conservation areas?

The Local Authority must follow the guidance in the National Planning Policy Framework (NPPF) and the National Planning Practice Guidance (NPPG). These set out in clear terms how development proposals within Conservation Areas should be considered on the basis of whether they preserve and enhance the character and appearance of the area. Applications which fail to preserve or enhance the character of the Conservation Area are likely to be refused as a result. An authorities Local Plan also typically includes a specific policy on Conservation Areas.

What is an Article 4 Direction?

Under the provisions of the Town and Country Planning (General Permitted Development) Order 2015, certain minor works, such as domestic alterations, can normally be carried out without planning permission. However, some conservation areas are covered by an Article 4 Direction, which brings certain types of development back under the control of a local planning authority. This allows potentially harmful proposals to be considered on a case by case basis through planning applications. Article 4 Directions are used to control works that could threaten the character of an area and a planning application may be required for development that would otherwise have been permitted development. Historic England provides information on Article 4 Directions on their <u>website</u>.

Do I need permission to alter a property in a conservation area?

Many conservation areas have an Article 4 Direction which relate to alterations such as the painting, rendering or cladding of external walls. Alterations or extensions to buildings in conservation areas will generally need planning permission. Your Local Authority will provide advice as to how to proceed.

Do I need to make an application for routine maintenance work?

If routine maintenance works are to be carried out using authentic materials and traditional craft techniques, on a like-for-like basis, it is unlikely that you will need to apply for permission from the local authority. However, it is strongly recommended that you contact the local planning authority for clarification before commencing any works. The use of a contractor with the necessary skills and experience of working on historic buildings is essential. Inappropriate maintenance works and the use of the wrong materials will cause damage to the fabric of a historic building.



Will I need to apply for permission for a new or replacement garage, fence, boundary wall or garden structure?

Any demolition, development or construction in conservation areas will generally need planning permission. A replacement boundary, garage, cartlodge or greenhouse will need to be designed with the special historic and architectural interest of the Conservation Area in mind. Your Local Authority will provide advice as to how to proceed with an application.

Can I demolish a building in a conservation area?

Demolition or substantial removal of part of a building within a conservation area will usually require permission from the local planning authority. It is important to speak to them before beginning any demolition works, to clarify if permission is required.

Can I remove a tree within a conservation area?

If you are thinking of cutting down a tree or doing any pruning work, the local planning authority must be notified 6 weeks before any work begins. This enables the authority to assess the contribution the tree makes to the character of the conservation area and, if necessary, create a Tree Preservation Order (TPO) to protect it. Consent will be required for any works to trees that are protected. Further information on TPOs can be found on Historic England's <u>website</u>.

How do I find out more about a conservation area?

Historic England's website has information on conservation areas and their designation. Further information on the importance of conservation areas, and what it means to live in one, can also be accessed via their <u>website</u>.

Historic England has also published an <u>advice note</u> called Conservation Area Designation, Appraisal and Management which sets out advice on the appraisal of conservation areas and managing change in conservation areas.

In addition, local planning authorities have information on the conservation areas within their boundaries available on their websites. They will have information pertaining to when the conservation area was designated, how far it extends and the reason for its designation.



1.5 Planning Policy and Guidance

The National Planning Policy Framework (NPPF) highlights good design as one of twelve core principals of sustainable development. Sustainable development relies on sympathetic design, achieved through an understanding of context, the immediate and larger character of the area in which new development is sited.

This assessment follows best practice guidance, including Historic England's revised Historic England Advice Note 1 for Conservation Area Appraisal, Designation and Management (2019) and The Setting of Heritage Assets (2017).

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The legislative framework for conservation and enhancement of Conservation Areas and Listed Buildings is set out in the Planning (Listed Buildings and Conservation Areas) Act 1990 (HMSO 1990). In particular section 69 of this act requires Local Planning Authorities to designate areas which they consider to be of architectural and historic interest as Conservation Areas, and section 72 requires that special attention should be paid to ensuring that the character and appearance of these areas is preserved or enhanced. Section 71 also requires the Local Planning Authority to formulate and publish proposal for the preservation and enhancement of these areas.

National planning policy in relation to the conservation and enhancement of heritage assets is outlined in chapter 16 of the Government's National Planning Policy Framework (DLUHC 2023).

The Conservation Area which is the subject of this report is located within the area covered by Tendring District. Local planning policy is set out in the Tendring District Local Plan 2013-2033 and Beyond Section 2 (2022). Policies which are relevant to heritage assets include:

Policy SPL 3 - Sustainable Design Policy PP 8 - Tourism Policy PPL 3 - The Rural Landscape Policy PPL 7 - Archaeology Policy PPL 8 - Conservation Areas Policy PPL 9 - Listed Buildings

Policy PPL 10 - Renewable energy generation and energy efficiency

1.6 Designation of the Conservation Area

Great Bentley Conservation Area was first designated in 1969 and was subsequently amended and extended in 1982. Further to this a Conservation Area Character Appraisal was published in 2006.

1.7 Article 4 Directions

The Great Bentley Conservation Area is currently not covered by any Article 4 Directions.



2. Great Bentley Conservation Area

2.1 Context and General Character

Great Bentley is a rural village located in the Tendering District of northeast Essex and the parish of Great Bentley. The village comprises of an expansive central village green, being 42 acres, the perimeter of which has been developed and subsequently expanded in modern times.

The village green is the largest in Essex and N. Pevsner describes how 'whatever houses border on it seem small, seen across that great expanse, and there are in any case few of any age that are larger than cottages'.



Figure 3 Aerial Image of Great Bentley



The historic development of Great Bentley and its large village green, shares a close relationship to the surrounding agricultural landscape which imparts a strong rural character upon the Conservation Area. The earliest recorded history of Great Bentley is from a reference within an Anglo-Saxon Will in 1045 and the earliest surviving structure is that of the Parish Church of St Mary, the chancel and nave being built approximately 1130-1140AD and later extended in the fourteenth century.

The village of Great Bentley remained an isolated settlement until the advent of the railways and there was sparse development until this point, see the Chapman and Andre map of 1777 (Figure 5). The listed and historic buildings within Great Bentley are themselves varied, demonstrating the differing phases of development and form distinctive character areas or attractive groups of buildings, which positively contribute to the Conservation Area.



Figure 4 View towards Thorrington Road and Great Bentley Hall front gates.

Origin and Evolution

The following section provides an overview of the history of Great Bentley and the surrounding settlement.

Prehistory (500,000 BC - AD 43)

The earliest tangible evidence for archaeology within the wider area dates to the Bronze Age period (2200AD – 700 BC). Evidence for Bronze Age occupation is particularly prevalent within the Tendring district. During this period the area was predominantly an arable economy, and although no archaeological evidence has been uncovered within the Conservation Area itself, a series of recent archaeological investigations to the north of the village have revealed evidence of a Bronze Age landscape, including a probable Bronze Age droveway. Aerial photographic evidence suggests elements of an extensive Bronze Age landscape survive in the surrounding areas, including possible burial monuments.

Late Iron Age/Roman (100 BC – AD 410)

Beyond the Conservation Area to the north-east and north-west, recent investigations have identified the periphery of an extensive Late Iron Age-Romano British settlement with evidence for textile manufacturing and metalworking. Aerial photographic evidence to the north and east of this settlement appear to show its continuation within the landscape.

Six Roman coins were found within a layer of gravel at the southern end of Station Road, suggesting a level of Roman activity within the Conservation Area.

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Early Medieval (410 - 1066)

Surviving evidence for Anglo-Saxon settlement and activity is generally rare within the region, and no Anglo-Saxon material has been recovered from within, or in the vicinity of, the Conservation Area. However, Great Bentley is referenced in a will of 1045 and is recorded in the Domesday book of 1086 as containing 20 households, so it appears to have its origins in the late Saxon period.

Medieval (1066 - 1540)

Settlement at Great Bentley grew up on the periphery of the green, which is likely to be medieval in origin. The triangular green is considered the largest village green in Essex and lies within the Conservation Area. On the western and southern side, there was a scatter of cottages, the hall and the church.

The Grade I listed Parish Church is twelfth century in origin, and previous archaeological excavations within the churchyard uncovered the foundations of puddingstone conglomerate. The church tower is reported to have been used as a Home Guard lookout post during World War Two.

To the north-west of the church, immediately outside the Conservation Area, is a rectangular cropmark, identified through aerial photography, which is interpreted as a medieval moated enclosure, and is likely to have contained a manorial complex associated with the church. To the south of the church, again directly outside the Conservation Area, are further cropmarks (of possible moats and a fish pond) associated with this postulated church/manor complex. Great Bentley Hall, to the north of the Church, is seventeenth century in date and the historic site contains an eighteenth century barn, 60 metres west of Great Bentley Hall.

2.2



Post Medieval (1540 – 1901)

The post-medieval period is marked by an expansion of the settlement area at Great Bentley, as demonstrated by the number of listed buildings fringing the southern, western and northern sides of the green. A number of structures, including a mill, were constructed on the green itself.

The Chapman and Andre Map (1777), Figure 5, shows a sparse development around the village green with an increased density to the south and southwest by the Church, this also can be viewed on the 1796 Ordnance Survey (OS) Preliminary map (Figure 6) and the first edition Ordnance Survey map of 1805. The Old Rectory, statutorily listed Grade II, is eighteenth century in date and the neighbouring buildings of Palfryman's Cottage and Pond House are both seventeenth century in origin with later additions and alterations. Other historic buildings, which bound the green to the southwest, are of a similar date, with Goodwyns Monsey notably being sixteenth century in date and being at the eastern most edge of the development from this period.

It is during the Victorian Era that Great Bentley saw further expansion and development, with the establishment of the railway, removing the settlement from its isolated location. The Bentley Green station was opened in 1866 and renamed Great Bentley in 1877. There a several buildings of interest from this period including, the large white Victorian Villa, upon one of two islands on the village green, and the other island, which contains the Methodist Church of 1843.



Figure 5 The Chapman and Andre Map of 1777

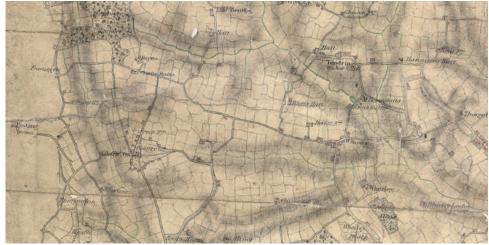


Figure 6 1796 Ordnance Survey (OS) Preliminary Map



The Primary School to the south of the Conservation Area was built in 1897 by J.W. Start. The 1893-1900s Ordnance Survey map (Figure 7) illustrates the expansion and development to the south of the Conservation Area by Plough and Station Road. There is also some development northwards, however the village remains concentrated around its historic core of the Parish Church.

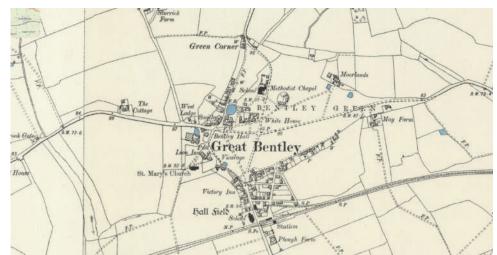


Figure 7 1893-1900s Ordnance Survey Map

Modern (1901 – now)

Great Bentley during the early twentieth century continues to be steadily developed. From the 1920s, there is infill development and the group of semi-detached buildings south of Thorrington Road is established. This development was a response to the national housing shortage following the First World War, resulting in a boom in local authority housing. 'Homes fit for heroes' as a movement intended to provide good quality houses with gardens and affordable rents. It was then Prime Minister David Lloyd George who began the ideology 'Homes fit for Heroes' at a speech delivered in Wolverhampton in 1918. The later Housing Act of 1923 enabled similar housing programmes across the country that continued until the 1930s.

A home guard ammunition shelter is recorded as having been located on the green during World War II, but its exact location has yet to be identified. From the earlymid twentieth century, the land to the west of the village green, south of Sturrick Farm, begins to be steadily developed. From the mid-late twentieth century, there is continued gradual development and some infill, with the larger estates being constructed to the northwest and southeast.



Figure 8 View of Thorrington Road, ECC Archive c.1986

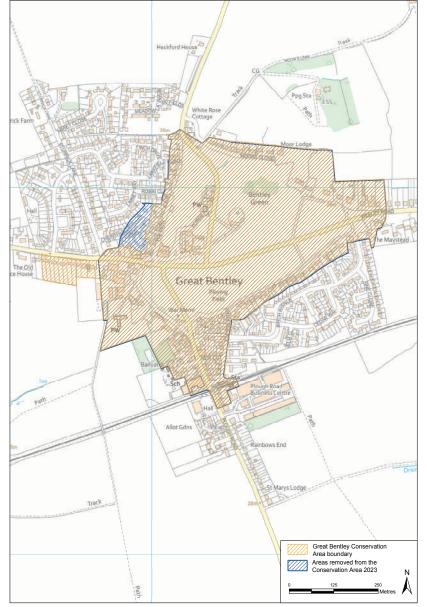


Figure 9 Boundary Revisions



2.3 Revisions to the Boundary

As part of this review, the Conservation Area boundary has been revised to reflect changing methodologies of good practice and provide a clearer strategy which acknowledges the practicalities of Great Bentley's unique built environment. This review is in line with the NPPF guidance on Conservation Areas (paragraph 191).

Additions

Additions to the Conservation Area includes early twentieth century housing with some later infill development.

The boundary of the Conservation Area has been expanded westward along Thorrington Road to include the row of buildings (Nos. 1-8) south of the road, up to Police House. Together these buildings form a pleasing and uniform group with generous plots on the approach to the village green and centre of Great Bentley. The buildings are of special historic interest and some architectural interest, representing a period of time when social housing was expanded in response to a national housing crisis post-war.

Reductions

The boundary of the Conservation Area has been rationalised by a reduction in the area to the northwest.

The boundary has been revised to exclude the modern development of Cherrywoods, as the buildings are not considered to be of special architectural or historic interest contributing to the character or appearance of the area or contribute the significance of the Conservation Area.



2.4 Designated Heritage Assets

There are 11 designated heritage assets within Great Bentley Conservation Area, including the Grade I listed Parish Church of St Mary, a historic barn and residential buildings. A full list of all the designated assets within the Conservation Area is included in Appendix 6.1. They are also listed in the description for each Character Area, outlined in Section 3 of this document.

These buildings, structures and features have been listed due to their special historic and architectural interest as defined by the Department for Digital, Culture, Media & Sport (Principles of Selection for Listed Buildings, 2018). Further information about the listing process can be found on the Historic England website.

Listed Buildings

The rarer and older a building is, the more likely it is to be listed. As a general principle, all buildings that pre-date 1700 and are in a relatively intact condition will be listed, as will all buildings that date between 1750 and 1850. There is a strict criterion for buildings built after 1945; buildings less than thirty years old are unlikely to be listed unless they have been deemed as exceptional examples of their type.

Listed buildings are considered under three grades in England. Grade I buildings are of exceptional interest and make up approximately 2.5% of all listings; Grade II* are of more than special interest; Grade II are of special interest and most common, making up 91.7% of all listings.

Listed buildings are protected by government legislation and there are policies in place to ensure that any alterations to a listed building will not affect its special interest. It is possible to alter, extend or demolish a listed building but this requires listed building consent and sometimes planning permission.

The Great Bentley Conservation Area contains relatively few listed buildings, however the variety is important, highlighting how the village has developed and altered over time and acknowledging the multiple phases of Great Bentley's development.



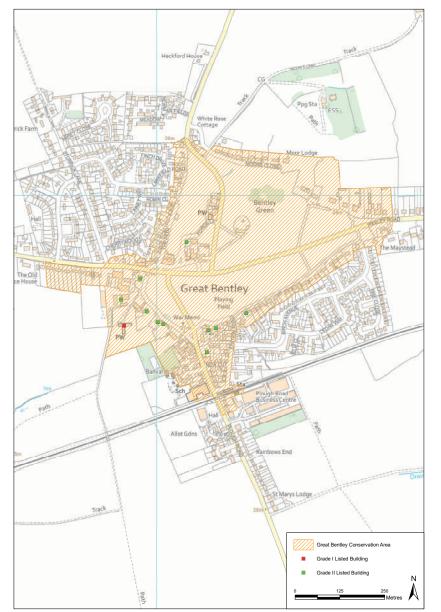


Figure 10 Map of Designated Heritage Assets



2.5 Non-Designated Heritage Assets

Every building, space and feature within a Conservation Area makes a contribution to its character and special interest, be it positive, neutral or negative.

Heritage assets are defined in Planning Policy as 'A building, monument, site, place, area or landscape identified as having a degree of significance meriting consideration in planning decisions, because of its heritage interest.'

Not all heritage assets are listed, and just because a building is not included on the list does not mean it is of no heritage value. Buildings and other smaller features of the built environment such as fountains, railings, signs and landscaping can make a positive contribution to the appreciation of an area's historic interest and its general appearance.

Local listing is an important tool for local planning authorities to identify non-listed buildings and heritage assets which make a positive contribution to the locality. At present there is not an approved Local List for Tendring District Council however this document has identified heritage assets which make a positive contribution to the Conservation Area and could be considered for Local Listing in the future. These are also identified in the descriptions of the Conservation Area and each character area as outlined in Section 3.



Figure 11 The Methodist Church



The buildings and structures proposed for local listing are identified below:

- The Methodist Church
- The Old Mill House
- Nos. 1-6 The Green
- No.6 Chapel Terrace
- The Red Lion Inn
- The Old Mill House
- Moorlands

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Newmays House

It should be noted that conservation area appraisals are not binary documents and there remains the potential for additional non-designated heritage assets or positive contributors to the Conservation Area to be identified in the future.

2.6 Heritage at Risk

Tendring District Council published a Heritage Strategy in 2019 using data from the Heritage at Risk Programme (HAR) by Historic England, however there is not a separately published Heritage at Risk Register by Tendring District Council.

2.7 Archaeological Potential

Although archaeological fieldwork has been undertaken around Great Bentley, little has been carried out in the Conservation Area itself. The Bronze Age droveway and cropmarks of ring-ditches and enclosures surrounding the village indicate a potential for multi-phase Prehistoric archaeology within the area. The Romano-British settlement identified nearby seems to extend away from the Conservation Area, but isolated archaeological remains related to its hinterland may survive within the village. A collection of Roman coins previously discovered within the Conservation Area also suggests some level of Roman activity.

The majority of the archaeological remains surviving within the Conservation Area are likely to comprise medieval and post-medieval features, structures and finds, related to the establishment and growth of the village from the Late Saxon period onwards. Specifically, remains of buildings may survive on the green, including the windmill recorded on later mapping.

Soil-conditions are variable, the London Clay allows for the preservation of faunal remains whilst the sands and gravels partially overlaying it are acidic and faunal survival is poor. Artefacts such as ceramics, building materials and metal survive on both soil-types, albeit in better condition within the clay. Within clayey soils waterlogged deposits can survive, and should be anticipated in deeper features such as wells and cess-pits.

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3. Assessment of Significance

3.1 Summary

The special interest and the significance of the Great Bentley Conservation Area is primarily drawn from its legibility as a small historic rural settlement with an expansive village green at its centre, containing a variety of buildings, mostly cottages, upon its fringe.

The Conservation Area contains relatively few listed buildings, however the development of Great Bentley and the shared relationship of its historic building stock contributes to the understanding of the settlement's character and special interest.

Two Character Areas have been identified within this appraisal as they mark differing phases of Great Bentley's development, the nineteenth century development to the south being of a greater density and visual contrast to the development around the village green.

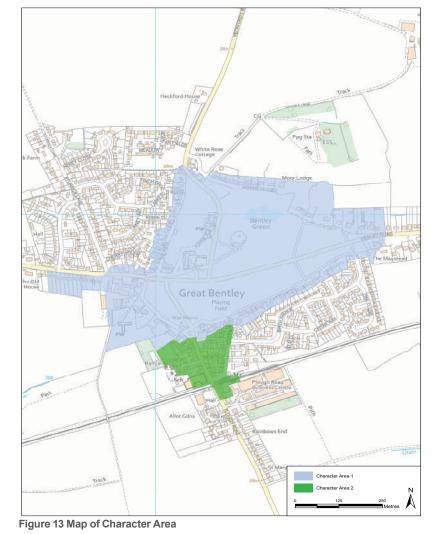
Despite development and expansion of the village in the twentieth century, including large modern developments to the northwest and southeast, the character and understanding of the Great Bentley Conservation Area is still dictated by its historic core, centred upon the Church, and its gradual development around the village green.



Figure 12 Character Area One



3.2 Character Area One: The Green



Summary of Character Area One

Character Area One encompasses the large village green, on which Great Bentley is centred upon and where roads to the village meet at a crossroads. The four main roads to and from Great Bentley are located within this Character Area, Thorrington Road, Heckford's Road, Weeley Road and Plough Road. The variety of buildings which flank the green are largely sympathetic to the character of the area and contribute to the streetscape. Identified key views within the Character Area typically include wide views of the village green and focusses upon the prominent historic building stock.

There are ten designated heritage assets within Character Area One, as shown on Figure 10.

The southwestern corner of the village green can be viewed as the historic core of Great Bentley as this contains the earliest surviving structures and the highest concentration of listed buildings. Views of the historic building stock can be appreciated from across the village green.



Great Bentley Hall is an impressive building, fronted in the Georgian period in red brick with fine Victorian gates and ironwork. It occupies a plot on the western boundary of the village green and can be prominently viewed across the green. To the rear of the building, there are several agricultural buildings associated to Hall Farm including the Grade II listed historic barn 60 metres west of Great Bentley Hall. The historic farmstead with its mature trees positively contributes the understanding of the historic development of Great Bentley, its close functional relationship to the surrounding agrarian landscape and the rural character and appearance of the Conservation Area.

To the south of the historic farmstead of Hall Farm, is the Grade I listed Church of St Mary, this being the earliest surviving structure within the Conservation Area and the only one designated at Grade I. The Parish Church of St Mary historically and archaeologically is of great importance being the earliest surviving structure but also its societal role for the community and how this in turn has informed the development around it. Views of the Church tower can be appreciated from the village green and outside of the Conservation Area, it is an important landmark that is visible across the countryside. Many mature trees and hedgerows are present within the churchyard, having a positive contribution to the character and appearance of the area.

Adjacent to the Parish Church is the attractive Red Lion Inn and the Grade II listed building, The Old Rectory. This being a fine eighteenth century red brick house which looks out across the village green, with fine architectural features. It has a good front garden space and an attractive low brick wall with twin gates supported on octagonal cast iron piers.

The collection of buildings within this southwestern corner of the Character Area form a pleasing group which is continued eastward to include Palfryman's Cottage and Pond House. Palfryman's Cottage is seventeenth century in date and more modestly proportion, being one storey and attics, and Pond House, the larger eighteenth century dwelling which was once three cottages, overlooks the green and pond.

The southwestern corner is closed by a building that is considered neutral in its appearance, Golfe House, which fronts the War Memorial. However, in long views it sympathetically merges with the historic building stock that forms this highly attractive group of buildings, that contributes to the understanding of the historic development of Great Bentley and its special interest.



Figure 14 Photograph of Great Bentley Hall



Figure 15 Photograph of The Old Rectory



The development north of Weeley Road through the village green and to the west was predominantly built during the nineteenth century, with some earlier development and instances of later infill.

Nos. 1-6 The Green is an attractive row of one-and-a-half storey cottages with front gardens overlooking the green. A smithy (now demolished) was present at this location and a pair of blacksmiths cottages are adjacent to the row fronting the green. This group of buildings are of historic and architectural interest, positively contributing to the Great Bentley Conservation Area and should be considered worthy of inclusion within the Local List.

The only listed building northwards of Thorrington/Weeley Road through the village green is that of Peacehaven/Pond Cottages, which was located in an isolated position until the nineteenth century with later additions, such as the The Hollies (now a surgery), located to the south. The Hollies features prominently in views and has been much extended however its vernacular origins remain legible. To the north of The Hollies is a rather unattractive group of buildings including, the football club and Bentley House.

Northwards and upon the second island sits the red brick Methodist Church of 1843 and other later brick buildings. The Methodist Church is an attractive building of historic and architectural interest. A short row of cottages is present to the rear which form an attractive group. Nikolaus Pevsner states that *'the best houses are on the SW side, towards the church'*. In particular, No.6 Chapel Terrace is considered to be of special architectural and historic interest, worthy of consideration for the Local List.

The Old Mill House is a large Victorian Villa with white render and slate roofs, located in an isolated position on an island upon the green. The site used to contain a mill however, little trace of this remains. The Old Mill House is considered to positively contribute to the special interest of the Conservation Area and features prominently within key views.



Figure 16 Photograph of Mill House.



Figure 17 Photo of The Pond, Great Bentley





Figure 18 Photograph of Moorlands

To the northeast is a large building, Moorlands. This being a large nineteenth century building once closely associated to the agrarian landscape of Great Bentley. It was under the ownership of John Sizer Junior, who owned several properties within the village. Moorland's scale and grandeur reflects properties found across the village green by the Church. Newmays House, located on the eastern end of the Conservation Area was also owned and occupied by John Sizer and is also considered an attractive historic building in its vernacular origins.

South of Weeley Road and along the village green are three Grade II listed buildings, the earliest being Goodwyns and Monsey, which formerly occupied an isolated position upon the southern fringe of the village green. Both Jasmine Cottage and Jasmine Place are modestly proportioned cottages part of the eighteenth-century phase of development within the settlement.

Land Usage

Character Area One is focussed upon the expansive village green and the predominantly residential development upon its fringe. The historic core and the earliest surviving structures of Great Bentley are within this character area, with later development and instances of infill taking place.



Traditional/Local Building Materials and Boundary Treatments

There is a concentration of traditional buildings in this section of the Conservation Area, although diluted by twentieth century infill housing in other areas. The design of the buildings in the Character Area is predominantly vernacular, reflecting the age and development of the settlement. There are instances of unusual forms and some of the twentieth century development does not reflect the character of Conservation Area, such as Dominica, to the north. Buildings throughout this area are typically two storeys in height with central or flanking chimneys.

Brick and render predominantly features in this part of the Conservation Area, with differences in brick colour tone and bond providing a material differentiation between modern and older properties. Weatherboarding is also present in a number of instances with some buildings only part weatherboarded.

Roofs are predominantly tiled. Tiles are typically plain red clay and handmade on older properties with a few examples of natural slate. Concrete can be found on the more recent twentieth century development and detracts from the character and appearance of the area. Thatch is present in the area, as seen upon Catkin cottage.

Where present, uPVC windows and doors detract from the traditional appearance of the Conservation Area, as do satellite dishes and aerials.

In this part of the Conservation Area, most properties front the green and are set behind front gardens, which are demarked by low walls or hedgerows. Old walling and historic boundary treatments positively contribute to the streetscene of the Conservation Area, as viewed by The Vicarage and Great Bentley Hall. There are some instances of unsympathetic fencing and walling, however its presence is not dominant.



Figure 19 Materials and Boundary Treatments in Character Area One



Landscaping and Open Spaces

The central village green dominates this part of the Conservation Area, it being present in all key views and framing the buildings on its fringe. The verdant nature of the green with some planting to the north contributes to the rural character of the Conservation Area. In other parts of this area, mature planting, such as by the Parish Church, also positively contributes to the character and appearance of the Conservation Area.

Contribution of Key Un-Listed Buildings

There are numerous buildings within the Conservation Area that positively contribute to its significance. The buildings that reflect local character and distinctiveness collectively define the character and appearance of the Conservation Area. The following buildings within Character Area One have been identified as key unlisted buildings by virtue of their derivation, scale, form and appearance.

- The Red Lion Inn
- 1-6 The Green
- The Methodist Church
- No.6 Chapel Terrace
- The Plough Public House
- The Old Mill House
- Moorlands
- Newmays House

In addition to the above, Nos. 1-8 Thorrington Road also make a positive contribution to the Character Area.

The western approach unto the Conservation Area and the village green is along Thorrington Road and located to the south are four semi-detached residential buildings from the 1920s. As mentioned above in Section 2.2, these were erected in a period when there was a drive for better living conditions and greater social housing. The four semi-detached buildings are uniform by design and are afforded large spacious plots with front gardens, which contributes to the rural character of the Conservation Area and permits incidental views behind to the agrarian landscape.

3.3 Character Area Two: The Station and Plough Road

Summary of Character Area Two

The Station and Plough Road Character Area encompasses the Victorian expansion of Great Bentley, to the south of the village green. Station Road and Plough Road mark the eastern and western boundary with the southern boundary of the Conservation Area terminating at Plough Farm. This area is suburban in character, being of a greater density to the rest of the Conservation Area. The presence of the Station and commercial premises gives the area a distinctly busier, and less visually residential appearance comparative to Area One.

There is one statutory listed building located within this area, this being Rambler Cottage. Rambler Cottage is a seventeenth century timber framed building with thatch, orientated towards Plough Road. It features twentieth century alterations and poor modern boundary treatments. Nevertheless, Rambler Cottage serves as a good example of vernacular architecture and contributes positively to the Character Area, as well as the significance of Great Bentley Conservation Area.

Southwards along Plough Road, Victorian and Edwardian buildings enliven the streetscene where there are instances of poor quality twentieth century infill, such as China Palace. Southwards along Plough Road, Great Bentley Primary School (c.1897) built by J.W. Start in the modern Queen Ann style is a prominent building and is architecturally striking against the residential and few commercial buildings.



Figure 20 Photograph of Rambler Cottage



Figure 21 Photograph of Great Bentley Primary School



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Figure 22 Photograph of Appletrees

Additionally, there is a small enclave of attractive buildings from the late nineteenth century in this part of the Character Area, closely associated with the coming of the railways. Adjacent to the Primary School and south of the attractive Old Hall Cottage, is Apple Trees and Hollie House. Apple Trees is a grand building in appearance with a hipped roof and central doorway with a large transom window flanked by sash windows. This group of buildings positively contributes to the Conservation Area, Apple Trees being a fine Victorian residence.

The connecting road through to Station Road, New Cut, contains residential buildings, their nineteenth century vernacular origins being legible however there are instances of poor twentieth century infill and the monolithic appearance of the commercial building at the corner to Plough Road detracts from the appearance and character of the Conservation Area. Station Road contains residential buildings with few being of notable quality however the western side is of more interest than the east. The station itself is of a typical form however the presence of cementitious render detracts from its appearance, and this contrasts strongly with the well detailed cast-iron footbridge.

The southern boundary of Character Area Two is closed by Plough Farmhouse, the adjacent development not being of any contribution or interest to the Conservation Area.



Land Usage

The layout of this area is defined by Station Road and Plough Road which run parallel to one another, with the Conservation Area boundary extending southwards to Plough Farm. The land use in this area is predominantly residential with some mixed use including commercial premises, the Local Primary School and the station. The development within this character area is of a greater density to Character Area One.

Local Building Materials and Details

Buildings are predominantly of two storeys with red brick and rendered in this part of the Conservation Area. Where brickwork is left exposed decorative features, such as quoining, can be seen and contrasting yellow brick lintels. Some modern infill residential buildings are of red brick, the variation in brick tone from the historic building stock provide a visual indication of the mixture of building ages present in the Character Area.

Some buildings have been painted, the colours are typically sympathetic, reflecting the age and architectural style of the buildings. Pastel colours, creams and white provide variation across the Character Area. The few instances of vibrant, dark and stark colours appears incongruous and detract from the character of the area.

Weatherboarding is also a prominent external material within this Character Area, and there are instances of some part weatherboarding. The weatherboarding is typically hardwood and featheredged. White is used for residential dwellings and black weatherboarding is typologically used to denote buildings of lesser status, such as ancillary buildings.



Figure 23 Materials and Boundary Treatments in Character Area Two



Figure 24 Boundary Treatments in Character Area Two



Roofs are clad in plain clay tiles and natural slate upon older properties, twentieth century buildings typically feature concrete pantiles. The concrete tiles detract from the traditional character of the area. Roofs are a mix of gable and hipped, the Primary School being an interesting example of a part hipped roof form. Some buildings also feature decorate barge boards, which adds further visual variety to the streetscene.

Boundary treatments vary throughout the Character Area dependant on location and function. The few commercial units open straight onto the pavement, some with iron railings. Homes are typically fronted by a small garden, demarked by brick walls, fencing or hedgerow. Red brick walling is predominantly found, however there is an inconsistency across this Character Area in boundary treatments. This inconsistency results in a discordant appearance to the overall character of the Conservation Area, with the potential to adversely impact the special interest of the Conservation Area.

Street signage and furniture is restrained owing to the few commercial buildings however, there are few instances of inappropriate signage or where improvements could be realised, as viewed along Plough Road. The use of timber fascia boards rather than acrylic should be encouraged.

Landscaping and Open Spaces

Landscaping and areas of open space are limited within Character Area Two due to the density of the development. The greener character of the Conservation Area can be viewed to the north, towards the village green. The green frontages of Appletrees and the adjacent buildings along Plough Road, including the Primary School positively contribute to the appearance of the area



Figure 25 Great Bentley Station





Figure 26 Photograph of Old Hall Cottage

Contribution of Key Un-listed buildings

There are few buildings within this area which make a positive contribution to the Conservation Area. Many other buildings are also of interest however these may feature unsympathetic additions or alterations. The following buildings within Character Area Two have been identified as key unlisted buildings.

- Great Bentley Primary School
- Apple Trees
- Holly House

In addition to the above, Old Hall Cottage is considered to positively contribute to the character and appearance of the Conservation Area. It is a fine red brick building with gothic style windows and decorative brick surrounds. To the west and across Plough Road, is The Old School House of 1896. This being of the modern Queen Ann style.

Within Station Road there are few buildings of note however to the north the semidetached building including, Ivanhoe, features decorative brickwork and contrasting yellow brick lintels and quoins. To the south of Station Road, Nos. 1 and 2 Station Cottages also feature decorative yellow brick quoining, lintels and are of red brick. However, one is now rendered, and intrusive satellite dishes are present.



3.4 Views

Key views are identified on Figure 28. The views included in this assessment are a selection of key views; this list is not exhaustive and there may be numerous other views of significance. Any proposals for development within the Conservation Area, or its environs, should consider the views below and any others which may be relevant or highlighted as part of a bespoke assessment of that proposal.

Key views are largely limited to those across the village green. Views out across to the wider rural landscape are limited due to the grain of the surrounding development.

View 1:

This view allows for an appreciation of the village green, containing the tower of the Grade I listed Church and the attractive historic group of buildings in this area. The visibility of the church tower emphasises the history of Great Bentley and its development





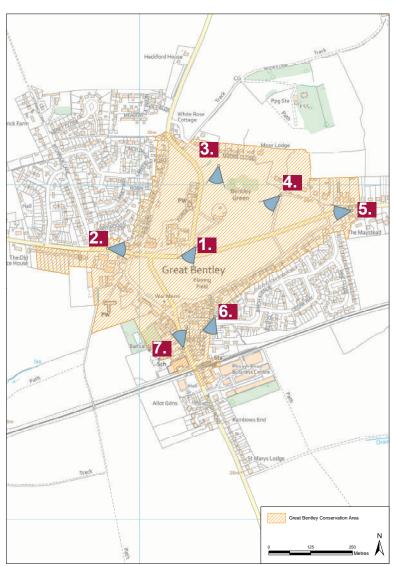


Figure 28 Key Views Map



View 2:

This view affords uninterrupted views across the green when entering from Thorrington Road.

View 3:

This view allows for an appreciation of the expansive nature of the village green, the planting to the north contributing to the verdant nature of the Conservation Area.

View 4:

This view emphasises the rural character of the village green and looks back upon the historic core of the settlement, the tower of the Church being visible thereby emphasising its role as a landmark for the settlement.

View 5:

This view permits an appreciation of the large open space of the green and the development upon its fringe when entering from the east along Weeley Road.

View 6:

This view emphasis the suburban character of the development to the south as part of the nineteenth century extension, offering a visually contrasting viewpoint to those within green.

View 7:

This view northwards from Plough Road draws its significance from the characteristically verdant nature of the village green, incorporating an aesthetic view of the War Memorial.



Figure 29 View 2

Figure 30 View 3



Figure 31 View 3

Figure 32 View 5



Figure 33 View 6

Figure 34 View 7

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3.5 Setting of the Conservation Area

The NPPF describes the setting of a heritage asset as:

The surroundings in which a heritage asset is experienced. Its extent is not fixed and may change as the asset and its surroundings evolve. Elements of a setting may make a positive or negative contribution to the significance of an asset, may affect the ability to appreciate that significance or may be neutral.

Historic England Good Practice Advice 3: Setting of Heritage Assets (2017) indicates that the setting of a heritage asset is the surroundings in which the asset is experienced. It goes on to note 'Where that experience is capable of being affected by a proposed development (in any way) then the proposed development can be said to affect the setting of that asset'.

Historic England provides detailed guidance on the setting of heritage assets, stating that all heritage assets have a setting, whether they are designated or not, irrespective of the form in which they survive¹. In the analysis of setting, the important contribution of views to the significance of heritage assets and the ability to appreciate that significance is often a primary consideration. Yet the contribution a setting makes to the significance of a heritage asset, such as the Great Bentley Conservation Area, is not limited to views alone. Setting is also influenced by other environmental factors such as noise, dust and vibration from other land uses. The detrimental alteration of the character of a setting may reduce our ability to understand the historic relationship between places. The contribution that setting makes to the significance of the heritage asset does not depend on there being public rights or an ability to access, view or experience that setting². Therefore, any application for development within the setting of a heritage asset is subject to constraints.

The NPPF states that for any development within the setting of a heritage asset, a thorough assessment of the impact on the setting is required. This should be proportionate to the significance of the heritage asset under consideration and the degree to which proposed changes enhance or detract from that significance and the ability to appreciate it (NPPF, paragraph 194).

In addition, paragraph 206 of the NPPF states that local planning authorities should look for opportunities for new development within Conservation Areas and within the setting of heritage assets (including the setting of Conservation Areas), to enhance or better reveal their significance. Proposals that preserve those elements of the setting that make a positive contribution to the asset (or which better reveal its significance) should be treated favourably. Therefore, the favourable treatment of proposals that retain the open, agrarian character of the Conservation Area's setting is obligatory by the local authority, while proposals that fail to retain this character would be rejected.

When assessing an application for development which may affect the setting of a heritage asset, local planning authorities should also consider the implications of cumulative change and incremental harm. New developments and changes can not only detract from a heritage asset's significance in the short-term but may also damage its significance and economic viability now, or in the future, thereby threatening its on-going conservation.

¹ Historic England. 2017 The Setting of Heritage Assets Historic Environment Good Practice Advice in Planning Note 3 (Second Edition)

² Ibid



Surrounding Landscape

The Conservation Area draws significance from the surrounding, undeveloped, rural landscape and the 'grain' of the surrounding built environment. The Conservations Area's setting within a historically agrarian landscape permits an understanding and appreciation of the historic development of Great Bentley, as a largely isolated rural settlement until the nineteenth century. The quality of the surrounding rural landscape therefore, makes an important contribution to the historic setting and significance of the Great Bentley Conservation Area.

As demonstrated in the above section upon key viewpoints, there are also strong visual links between the Conservation Area and views from outside the Conservation Area towards heritage assets, such as the church tower.

The approach towards Great Bentley, the Conservation Area and its surrounding setting is characterised by open fields. The approach from the south, Plough Road, is more developed however the agricultural character of the setting remains evident with incidental views permitted to the agrarian landscape. The approach unto the Conservation Area from the west and east, Thorrington Road/Weeley Road, is characterised by large residential buildings on verdant plots, of a loose grain, with views across the rural landscape which contributes to the rural character of the area.

The northern approach, along Heckford's Road, is also predominantly experienced from travel through the rural landscape with some new development to the north of the Conservation Area boundary. Within the settlement of Great Bentley, twentieth century development is present to the northwest and southeast. Much of the existing development, modern and historic, is sympathetic to the character and appearance of the Great Bentley Conservation Area, of note is the attractive pair of buildings along Station Road, including Hollydene, which features decorative brickwork and barge boards.



Figure 35 Photograph of Hollydene

4. Opportunities for Enhancement

The following opportunities for enhancement have been identified and are summarised below in brief. The list is in no way exhaustive, and neither are the issues identified unique to Great Bentley, with many being shared with other conservation areas.

4.1 Access and Integration

Great Bentley is fortunate in being served by the branch lines to Walton-on the-Naze from Colchester and to Clacton-on-Sea from London as well as being close to the A133. There is scope for enhancement in terms of wayfinding within the village, to signpost key features such as the Parish Church and wider public rights of way to enhance the link between the village and its surrounding countryside.

4.2 Car Parking

Car parking is an inevitable concern within any historic village settlement, and the same is true of Great Bentley Conservation Area. Car Parking can have an adverse effect upon the character of a conservation area, impacting the streetscene and how it is experienced. There is a limited quantity of on-street parking, adjacent to The Hollies (Health Centre). The overall impact of this is neutral however parking upon the village green is a detracting factor.

Plough Road does narrow to the south of the Conservation Area, along where car parking is problematic.



4.3 Inappropriate Alterations

As highlighted within the appraisal, numerous buildings within Great Bentley have been subjected to unsympathetic alterations which has resulted in the gradual, and in some cases irrevocable, loss of architectural detailing which would contribute positively to the village's distinctive character. Two key examples of this are the loss of original timber windows and doors and replacement with modern windows and doors, which do not replicate the high-quality detailing of those they are replacing.

Windows

Historic England's *Traditional Windows: Their Care, Repair and Upgrading* (2017) advises that:

'The loss of traditional windows from our older buildings poses one of the major threats to our heritage. Traditional windows and their glazing make an important contribution to the significance of historic areas. They are an integral part of the design of older buildings and can be important artefacts in their own right.... The distinctive appearance of historic hand-made glass is not easily imitated in modern glazing.'

The loss of historic joinery such as sash and casement windows and panelled doors results in a degree of harm to the significance of an historic building, and the loss of crown or other early glass can also cause harm to the significance of the buildings. Historic England's 2017 advice recommends that '*Surviving historic fenestration is an irreplaceable resource which should be conserved and repaired whenever possible.*'

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Where draughts are causing an issue, the repair and refurbishment of windows can improve the thermal performance of historic windows in the first instance, along with the use of shutters and heavy curtains. Alternatively, modern technology allows for well-designed secondary glazing; special timber casements that can be constructed and fixed to the interior of the frame using sections and mouldings to match the primary glazing. These less intrusive methods are advisable within the Conservation Area; however, it is recommended that advice is sought from the Council before any changes to windows or doors are made to ensure the optimum solution.

Throughout the Conservation Area, there are examples of inappropriate and unsympathetic additions which can result in a cumulative impact on the area. The addition of uncharacteristic porches, the installation of TV aerials, extraction flues and air conditioning units to street facades, sides and rear of buildings harm the historic character of the area and appearance. Care should be taken that unsympathetic additions do not impact key views and the character of groups of historic buildings is preserved.

Rainwater Goods

Throughout the Conservation Area, there are examples of the loss of historic rainwater goods for modern uPVC replacements. This has a harmful effect to the character and appearance of the Conservation Area. There exists the opportunity to enhance the appearance of the Great Bentley Conservation Area by reinstating or installing metal rainwater goods and encouraging their use within the Conservation Area.



Figure 36 UPVC window



Render

The rendering of facades and upon decorative brickwork is also evident, often with cementitious render. This results in the loss of original architectural features and the use of cementitious render should be avoided as this is known to result in further longer-term issues. The removal of cementitious render would be beneficial to the long-term health of the historic building stock and reinstatement of original architectural features would be an enhancement.

Boundary Treatments

There has also been the loss of original boundary treatments for poor modern replacements which negatively impact the streetscene. Examples of this can widely viewed within the Conservation Area, with materials such as poor-quality brickwork or concrete being used. Where appropriate, plain red brickwork, picket fencing and tradition brick bonding should be employed. There are also instances of existing boundary treatments and garden spaces being removed for additional car parking space. This has a harmful effect upon the character and appearance of the Great Bentley Conservation Area and would not be supported.

4.4 Inappropriate Modern Development

There has only been small-scale modern development within the Conservation Area and most of this has been infill development located between older properties. These developments have been largely designed in accordance with Essex Design Guideline principles and can be considered as neutral in their impact on the Conservation Area.

Care needs to be taken within the Conservation Area that windows, doors, roofs and other architectural elements are not replaced with those of inappropriate design and materials. The character of the Conservation Area is defined by the historic palette of materials used and this piecemeal loss of fabric can cumulatively have a more significant impact on the character and appearance than any of the other concerns. Examples of inappropriate modern development are considered to include:

- The Tesco building, on the corner of New Cut and Plough Road.
- Great Bentley Football Club, a predominately single storey building with an unsympathetic modern addition.
- Bentley House, single storey building which makes a negative contribution due to its inappropriate materials.

The impact of modern development on the outskirts of the village or the Conservation Area will need to be controlled or appropriately mitigated so that it does not impact on the setting of the Conservation Area, or on its wider views, and the contribution these make to its significance.

4.5 Neutral Contributors

A number of buildings are considered to make a neutral contribution to the character and appearance of the Conservation Area. The buildings that fall within the category still contribute to the area's character and appearance, their contribution should not be considered negative. The majority of these buildings have the potential to make a positive contribution to the area's character but due to the loss of original architectural features and unsympathetic additions are considered neutral. Small scale improvements such as reinstating boundary treatments, appropriate windows, traditional signage and appropriate use of colour would enhance these buildings, potentially permitting their positive contribution to be realised.

4.6 Colour Palette

The Conservation Area is currently characterised by its red brick and light painted render. Future alterations should respond to the existing and historic palette to preserve the local distinctiveness; however, it should also reflect the age, status and architectural style of its host building. The introduction of an inappropriate modern colour palette into the street scene is considered to be a concern within the Conservation Area and has the potential to have a cumulative and significant impact upon the character and appearance of the Conservation Area. It is also imperative that appropriate paints are used to ensure that the passage of moisture through historic properties fabric is not inhibited which can cause decay.



4.7 Maintenance

Many of the buildings and spaces across the Conservation Area have been impacted by a gradual decline in their condition due to lack of ongoing maintenance. Historic England defines maintenance within *Conservation Principles* as "routine work necessary to keep the fabric of a place in good order". The importance of preventative maintenance cannot be over-emphasised, as ongoing maintenance can not only limit, or even prevent, the need for repairs later, it will avoid the loss of original fabric and is cost-effective.³

There are examples of maintenance issues across the area, which are common to historic buildings and Conservation Areas, such as the deterioration of paintwork, timber rot, and loss of historic features. Throughout the Conservation Area a large proportion of buildings have had original features and fittings removed, particularly windows and doors. This impacts the historic significance of the buildings and detracts from the aesthetic and character of the Conservation Area and, therefore, its special interest. There are very few buildings which have retained their historic windows.

The introduction of uPVC windows is a particular concern within the Conservation Area. To preserve the special interest of the Conservation Area, historic windows should be retained. Any proposals for the replacement of windows should avoid the loss of any historic fabric and should be appropriate to the host building. The application of uPVC windows will not be supported.

There is an opportunity to monitor ongoing condition and maintenance issues across the Conservation Area by means of a regular baseline photographic survey. Going forward, this could be an opportunity for local groups and individuals to lead in, and there is scope for the Council to work in partnership with the community to undertake ongoing assessments such as this.

3 Preventative Maintenance (spab.org.uk)



4.8 Public Realm

Street Furniture (including lampposts, benches, signage, bins, bike stands, bollards etc.)

Street furniture is generally of good quality and sympathetic in character, particulary with regard to benches and the village sign along Plough Road. However, bins and streetlights are inconsistent and modern in design. It would be an enhancement were replacements of more traditional appearance where installed.

Hard Landscaping

Road surfacing is generally of good quality however there are areas of inconstancies and that would benefit from maintenance. The gravel road south of the green whilst sympathetic to the rural character of the area could do with improvement.

Hard landscaping can have a harmful effect upon the character of the area and the loss of front garden space, particularly for buildings fronting the green would be unsympathetic.

Open Spaces

The open and green spaces across the Conservation Area make a positive contribution and are integral to its character in many instances. Appropriate levels of maintenance needs should be considered to these spaces and where appropriate, opportunities for enhancement sought.

Trees and Planting

Appropriate levels of maintenance needs to be ensured and where appropriate, opportunities for enhancement sought.

4.9 Shop Frontages

There a few commercial buildings within the Conservation Area, in general shop frontages should be sympathetic to the host building and the character and appearance of the Conservation Area. Shop frontages should utilise traditional and high-quality materials such as timber windows, doors and signage. Signage should be restricted to the fascia and overly vibrant or contrasting colours should be avoided. Lighting should be external only, internally illuminated signage would not be supported.

5. Management Proposals

There are a wide range of issues facing the Great Bentley Conservation Area, many of which share common themes. This chapter seeks to recommend management proposals which address these issues in both the short and long term.

5.1 Positive Management: Short term

The first set of proposals relate to positive management and focus on good practice and improved ways of working with the local planning authority. These are generally low cost and can be implemented within a short timeframe, typically within one or two years.

Enforcement

Where the necessary permission has not been sought for alterations, such as advertising signage and building alterations which are not contained within the General Permitted Development Order, the Local Planning Authority's powers of enforcement should be considered. This could assist in reinstating any lost character or architectural features whose loss may have a negative cumulative effect on the Conservation Area, as well as avoiding a precedence being set for similar, uncharacteristic works.



General Maintenance: Public Realm and Highways

Through the agreement of a standard good practice within the Conservation Area between relevant Local Authority teams and other landowners, long term goals can be set to promote good design within the public realm, such as avoiding excessive road markings or signage and agreeing a standard street furniture within Character Areas to ensure consistency over time as elements are introduced or replaced. This will have a long-term positive impact on the Great Bentley Conservation Area and ensure the preservation of characteristic features of the Area including Great Bentley.

Heritage Statements, Heritage Impact Assessments and Archaeological Assessments

In accordance with the NPPF (Paragraph194), applicants must describe the significance of any heritage assets affected, including any contribution made by their setting. The level of detail should be proportionate to the assets' importance and no more than is sufficient to understand the potential impact of the proposal on their significance.

All applications within the Conservation Area and its setting require an appropriately detailed Heritage Statement. Any application without a Heritage Statement should not be validated.

The key views analysed within this document are in no way exhaustive. The impact of any addition, alteration or removal of buildings, structures, tree's or highways on key views should be considered to aid decision making. This includes development outside the Conservation Area. Where appropriate, views must be considered within Design and Access or Heritage Statements. This should be in accordance with Historic England's Good Practice Advice in Planning Note 3: *The Setting of Heritage Assets* (2017). Applications which fail to have assessed any impact upon views and setting should not be validated.

Local Heritage List

Great Bentley Conservation Area

Great Bentley would benefit from the local planning authority adopting and maintaining a comprehensive Local List in order to preserve its historic environment from further deterioration. A Local List identifies buildings and structures of local architectural and/or historic interest, and these are considered to be 'non-designated heritage assets' under the provisions of the NPPF. A Local List may be beneficial to ensure the upkeep of buildings which are significant to the history and character of Great Bentley. The exercise would also facilitate a greater understanding of the area and could be utilised as a public engagement strategy to improve awareness and understanding. There are a number of buildings within the Conservation Area which are of sufficient quality to be considered for local list status, as highlighted in Section 1.5.

Neutral Elements

The dilution of positive buildings amongst those which are neutral leads to an underwhelming and indistinctive overall character.

Tendring District Council must not allow for the quality of design to be 'averaged down' by the neutral and negative elements of the built environment. Officers must where possible seek schemes which enhance the built environment and look to conserve and reinstate historic features. It is also considered that poor-quality or unsympathetic schemes should not be allowed, both within the Conservation Area and its setting.

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New Development

There are opportunities within Great Bentley and its setting for development which makes a positive contribution to the Conservation Area. To be successful, any future development needs to be mindful of the local character of the Conservation Area, while at the same time addressing contemporary issues such as sustainability.

Successful new development will:

- Relate to the geography and history of the place and the lie of the land;
- Sit sympathetically in the pattern of existing development and routes through and around it (including public footpaths);
- Respect important views;
- Respect the scale of neighbouring buildings;
- Use traditional materials and building methods which are as high in quality of those used in the existing buildings;



Tendring District Council should guide development in a positive manner by:

- Engaging with developers at an early stage through the Pre-Application Process to ensure modern development is high quality in design, detail and materials.
- Ensuring large scale development schemes are referred to a Design Review Panel (or similar) to ensure that new buildings, additions and alterations are designed to be in sympathy with the established character of the area. The choice of materials and the detailed design of building features are important in making sure it's appropriate to a conservation area.
- Seeking opportunities for developers to make a positive contribution to the wider historic environment through Section 106 Agreements.

Public resources

The preservation and enhancement of private properties can be improved through the publishing of resources aimed to inform property owners and members of the public. An introductory summary of the Conservation Area Appraisal in the form of a leaflet or factsheet(s) is a simple way to communicate the significance of the area and ensure members of the public are aware of the implications of owning a property within a conservation area. In addition, a maintenance guide would assist property owners in caring for their property in an appropriate manner. Poor maintenance leads to the deterioration of the fabric of the built environment and the loss of architectural details. Improved awareness of simple maintenance and repair would be conducive with the preservation of Great Bentley's built heritage.

Shop Frontages

There is potential to raise awareness of the importance of historic shopfronts and traditional signage and the contribution they make to the special interest of the Conservation Area through the production of information leaflets or web pages which provide guidance for shop owners on upkeep and maintenance of historic frontages. Article 4 Directions could also be used to prevent loss of historic shop frontages.

Tree Management

In line with the Town and Country Planning Act, all trees in conservation areas are afforded the same protection as a Tree Preservation Order. Trees which have a trunk diameter of more than 75mm, at a height of 1.5m from the ground, may not be felled or lopped unless six weeks written notice has been given to the Council. Six weeks notice has to be given to the council under S211 of the Act.

It is also considered that any prominent trees, street trees, and trees with amenity value on private land throughout the Conservation Area should be monitored and maintained appropriately. This will ensure the symmetry along tree lined streets and visual rhythm, as well as maintain the green character of the area. Any tree that makes a positive contribution to the area should be retained, maintained and, if felled (only if dead, dying or dangerous) replaced with an appropriate new tree.



5.2 Positive Management: Longer Term

The second set of proposals are also focussed around positive management but are better suited to a longer time frame.

Character Appraisal and Management Plan

The Conservation Area Appraisal and Management Plan should be reviewed every five years to monitor change and inform management proposals.

Conservation Area Boundary

The Conservation Area boundary has been revised within this appraisal in accordance with the NPPF (2021) and Historic England Advice Note 1: *Conservation Area Appraisal, Designation and Management* (2018). The boundary now excludes twentieth century development to the northwest and the boundary now includes early-twentieth century development along Thorrington Road. The boundary should continue to be assessed as part of future reviews of the Management Plan to ensure it is robust and adequately protects the significance of the area.

Interpretation: Improved Understanding and Awareness

At present there is no interpretation (information boards, signage, interactive QR Codes) within the Conservation Area aimed at improving understanding and awareness. This would be an effective way to improve the awareness and reestablish the identity of Great Bentley as a historic settlement. One key area which may benefit from this would be Parish Church of St Mary the Virgin. This is a highly significance assets within the Conservation Area, and therefore would benefit from interpretation.

Public Realm and Highways

The first opportunity to enhance the character and appearance of the conservation area is through investment to improve the wider public realm. This can be achieved through continuing to improve and rationalise existing street furniture such as bins and benches. Improved signage such as for Public Footpaths would also be an enhancement to the Conservation Area.

The Highways Department should be engaged to conduct an assessment of existing signage within the Conservation Area with the view to 'de-clutter' and enhance the historic environment. Collaboration between the Highways Department and the Local Planning Authority should ensure the maintenance and replacement programmed for street furniture and hard surfacing.



5.3 Funding Opportunities

There are three main funding opportunities which would assist in the execution of these plans:

National Heritage Lottery Fund

The National Heritage Lottery Fund is the single largest dedicated funder of heritage in the UK and therefore is the most obvious potential source of funding. Funding is often targeted at schemes which preserve, enhance and better reveal the special interest of the area whilst also improving public awareness and understanding. Grant opportunities and requirements change overtime, for up-to-date information on NHLF schemes, Tendring District Council should consult their appointed Heritage Specialist.

Section 106 Agreements

Planning obligations, also known as Section 106 agreements, can be used by the local authority to ensure any future development has a positive impact upon Great Bentley. These agreements could be used to fund public realm or site-specific improvements.

Partnership Schemes in Conservation Areas (Historic England)

Partnership Schemes in Conservation Areas is a programme run by Historic England to target funding for the preservation and enhancement of conservation areas. As the name suggests, the scheme forms partnerships with local authorities (along with any additional funding partners) to facilitate the regeneration of an area through the conservation of its built heritage. The scheme makes funds available to individuals to enable them to carry out repairs or improvement works to their property to enhance the area. This would be suitable to preserve and enhance either the shop frontages or the architectural detailing.



6. Appendices

6.1 Designated Heritage Assets

Great Bentley Hall, Grade II listed. List Entry Number: 1337210

List Description: House. C17 rear range, C18 front range with later alterations and additions. Timber framed, red brick faced, plastered return and rear wing. Red plain tiled roof. Left and right red brick chimney stacks, parapet verges and parapet. 2 storeys and attics. 3 gabled dormers. Symmetrically placed 2 storey angled bays to right and left. 3 window range of vertically sliding sashes, gauged brick arches. Central 6 panelled door, pilasters with capitals and bases, moulded flat canopy. Stop chamfered bridging joists and exposed ceiling beams to rear range, also vertically boarded doors with original hinges.

Barn to rear approximately 60 metres west of Great Bentley Hall, Grade II listed. List Entry Number: 1169206

List Description: Barn. C18. Timber framed and weatherboarded. Corrugated asbestos roof. 2 gabled midstreys facing east. A large barn of probably 8 bays, the southern bays with first floor granary. Through bracing to walls, arched braces and hanging knees to tie beams.



Church of St Mary, Grade I listed. List Entry Number: 1306652

List Description: Parish Church. Chancel and Nave circa 1130-40, the Chancel was extended eastwards C14. West tower C14. North Porch C14/C15 heavily restored C19/ C20. C19 and C20 restorations. Walls of regularly coursed and herringboned puddingstone, small stones and septaria. Quoins and doorways of Barnack stone, puddingstone dressings to original windows. The West Tower is of the same materials with bricks, volcanic and igneous stone. Red plain tiled roofs. The church is a complete example of C12 building. Chancel, east window C19 of 3 trefoiled lights under a 2-centred head, label with headstops. There are 2 oval and one rectangular stone memorial plaques attached to the wall. North wall, a stone plaque to east, central C13 lancet and a western early C12 round headed window of puddingstone. South wall, eastern small C15 cinquefoiled light, square head and label. Central and western C19 restored trefoiled lancets, traces of a C12 window above the western window. Between these two windows is a C19 2 centred arch doorway under a square label. Nave. North wall C15 eastern window of 3 cinquefoil lights with vertical tracery, 2 centred head, label with headstops. C12 north doorway, plain jambs round headed arch, each voussoir with axe-worked diapering. Imposts with projecting volutes to inner faces, C19/C20 low walls to gabled North Porch of re-used medieval timbers. South Wall, eastern C15 window of 3 cinquefoil lights, vertical tracery, 4 centred head. Central and western C12 round headed windows. Between these windows is the C12 South doorway, round headed arch covered with chevrons and the label with cable ornament, the inner arch has a segmental arch supporting a tympanum and each voussoir carved with 2 surflowers. Each jamb has a shaft with cushion capitals carved with leaf ornament moulded bases and abaci continued round the plain inner order. C12 door, simple vertically boarded. West Tower. Crenellated of 3 stages with a band between stages. West window, mainly C19/C20 of 3 cinquefoiled lights, tracery over 2 centred head. North, south and east walls of second stage have chamfered brick 2 centred arch windows. Each wall of the bell chamber has a window of 2 cinquefoil lights with a guatrefoil in a 2 centred head, moulded labels and stops. There are small square lights to first and second stages of west wall. The west doorway has double hollow chamfered jambs carved with square flowers around the 2 centred head, moulded label. Interior. Chancel. C15 7 cant roof, moulded wall plates. C19 multi-coloured tiles to Sanctuary floor. C14 niches to right and left of east window, hollow chamfered jambs carved with flowers, ogee crocketed heads and finials, carved spandrels, side pinnacles, crenellated heads. Piscina C14, chamfered jambs, 2 centred head, now contains a brass box, C20 memorial shelf on brackets under. North wall C19 memorials to Peter and Michala Thompson of Brook House and Frderick Heckford Thompson of Montego Bay, Jamaica. C19/C20 round headed chancel arch. Nave. C15 7 cant, arched braced roof of 4 bays, moulded wallplates and wallposts. North wall, in the splay of the eastern window in the 4 centred arch doorway to the rood loft staircase, the 2 lowest steps are cut into the cill. By the north east wall the remains of a C13 coffin lid is set into the floor, tapering lid, roundel enclosing 4 small roundels and a roundel below. C15 octagonal font, alternate panels of double trefoils and shields, moulded soffit with carved flowers, stem with 2 centred arches, moulded base. Circa 1874 octagonal pulpit, panels with round headed arches, jamb shafts with carved capitals, stem similar. South wall C15 Piscina, chamfered jambs, trefoiled head. In the east wall of the West Tower is a red brick window/ doorway. There are 2 chests, one small and oblong, the other larger with cambered lid and iron hinges. Carved wood Eagle Lectern C19/C20. 2 centred Tower Arch of uncertain date. C19/C20 west organ gallery. Said to be 8 bells, one by Miles Gray 1683 and one by Henry Pleasant 1703. RCHM 1



The Old Rectory, Grade II listed. List Entry Number: 1111406

List Description: House. C18 or earlier. Timber framed, red brick faced, plastered returns and rear. Double range, half hipped and gambrelled red plain tiled roofs. 3 rear red brick chimney stacks. 2 storeys and attics. Central dormer window. Stone coping to parapet, brick band under and central band. 3 window range of vertically sliding sashes with glazing bars, painted gauged arches. Central 6 panelled door, fluted pilasters, frieze, flat canopy.

Palfryman's Cottage, Grade II listed. List Entry Number: 1169216

List Description: Cottage. C17 or earlier with C18 and later alterations and additions. Timber framed. C18 red brick faced, plastered returns. Off centre left red brick chimney stack. One storey and attics. 3 gabled dormers. 4 C20 3 light diamond leaded casements. C20 outshot porch with matching 2 light window and vertically boarded door. Bridging and flat section ceiling beams visible internally. Included for group value

Pond House, Grade II listed. List Entry Number: 1337211

List Description: House, now 3 dwellings. C17 or earlier with later alterations and additions. Timber framed, painted brick faced, parapet verges. Red plain tiled roof. 4 red brick chimney stacks. 2 storeys. Central band. A long building standing back from a small pond. 7 window range of small paned vertically sliding sashes with glazing bars, ground floor windows alternate with three 6 panelled doors, that to right with simple fluted surround. Central and left doors with reveal panels, fluted surrounds, moulded friezes, patera and flat canopies. Probably RCHM 6

Rambler Cottage, Grade II listed. List Entry Number: 1111411

List Description: Cottage. C17 with later alterations and rear extension. Timber framed, thatched roof with 2 eyebrow dormers, off set right and rear left red brick chimney stacks. Right and left C20 small paned oriels. Central C20 half glazed porch and vertically boarded door. Interior features include exposed bridging and ceiling joists to one room, moulded bridging joist and moulded cornice with corner patera, some double and some single roses.



Jasmine Place, Grade II listed. List Entry Number: 1111407

List Description: Cottage. C17/C18 or earlier with later alterations and additions. Timber framed and plastered. Red plain tiled roofs, right and rear centre range gambrelled. Of 4 ranges, left and centre front one storey, right crosswing one storey and attics. Chimney stacks to each range. 1:1:2 C20 small paned casements with similar window to right attic. C20 glazed porch and vertically boarded door to left range.

Jasmine Cottage, Grade II listed. List Entry Number: 1306629

List Description: Small cottage. Probably C18 with later alterations. Timber framed and plastered. Red plain tiled roof. End red brick chimney stack. One storey and attics. The cottage with gable to road is set forward left of Jasmine Place q.v. 4/89 and has a ground floor and attic window to gable, a window and vertically boarded door to right return, all windows diamond leaded casements.

Goodwyns Monsey, Grade II listed. List Entry Number: 1111408

List Description: House and attached cottage. C16 or earlier with later additions and alterations. Timber framed, part plastered, part weatherboarded, painted brick to left. Red plain tiled roofs. Left and right external red brick chimney stacks and off centre right stack. 2 storeys. Lower range to left of main build and right gabled crosswing, "Monsey" is the right crosswing, C20 extension with entrance door and garage door to right. 2:1 C20 vari-light small paned casements. 6 panelled door, moulded surround, flat canopy between the 2 left windows. No entry to Goodwyns at Lime of re-survey, but there appears to be an inserted chimney stack and ceiling to the original hall. The crosswing "Monsey" has part of the frame visible with moulded bridging joist to ground floor, segmental head to service door, jowled storey posts, halved and bridled top plate scarf and 2 armed crown post roof construction.

Peacehaven Pond Cottages, Grade II listed. List Entry Number: 1306636

List Description: Two cottages. C18 with later alterations and additions. Timber framed and weatherboarded. Thatched roof of 2 levels. Left and right external red brick chimney stacks. One storey and attics. Single storey left lean-to. Left gabled, right flat headed dormers. 1:3 window range of various vertically sliding sashes, those to right with moulded surrounds. Right vertically boarded door, left door with top light.

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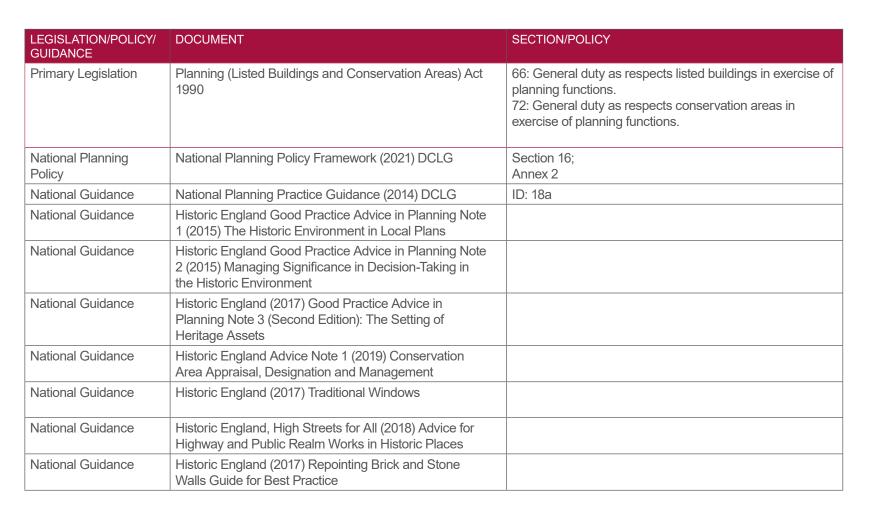
Archives

Essex Record Office (ERO)

Historic Environment Record (Essex County Council)



6.3 Legislation, Policy and Guidance







6.4 Glossary

Term	Description
Archaeological interest	There will be archaeological interest in a heritage asset if it holds, or potentially may hold, evidence of past human activity worthy of expert investigation at some point. Heritage assets with archaeological interest are the primary source of evidence about the substance and evolution of places, and of the people and cultures that made them.
Conservation (for heritage policy)	The process of maintaining and managing change to a heritage asset in a way that sustains and, where appropriate, enhances its significance.
Designated heritage asset	A World Heritage Site, Scheduled Monument, Listed Building, Protected Wreck Site, Registered Park and Garden, Registered Battlefield or Conservation Area designated under the relevant legislation.
Heritage asset	A building, monument, site, place, area or landscape identified as having a degree of significance meriting consideration in planning decisions, because of its heritage interest. Heritage asset includes designated heritage assets and assets identified by the local planning authority (including local listing).
Historic environment	All aspects of the environment resulting from the interaction between people and places through time, including all surviving physical remains of past human activity, whether visible, buried or submerged, and landscaped and planted or managed flora.
Historic Environment Record	Information services that seek to provide access to comprehensive and dynamic resources relating to the historic environment of a defined geographic area for public benefit and use.
Local List	Local listing is a concept that is designed to ensure that the historic and architectural interest of buildings that are of local importance but do not meet the criteria for being nationally listed is taken account of during the planning process. Local lists can be used to identify significant local heritage assets to support the development of Local Plans.
Non-Designated heritage asset	Non-designated heritage assets are buildings, monuments, sites, places, areas or landscapes identified by plan-making bodies as having a degree of heritage significance meriting consideration in planning decisions, but which do not meet the criteria for designated heritage assets. Only a minority of buildings have enough heritage significance to merit identification as non-designated heritage assets.
Setting of a heritage asset	The surroundings in which a heritage asset is experienced. Its extent is not fixed and may change as the asset and its surroundings evolve. Elements of a setting may make a positive or negative contribution to the significance of an asset, may affect the ability to appreciate that significance or may be neutral.
Significance (for heritage policy)	The value of a heritage asset to this and future generations because of its heritage interest. That interest may be archaeological, architectural, artistic or historic. Significance derives not only from a heritage asset's physical presence, but also from its setting.

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Harwich Conservation Area Character Appraisal and Management Plan



Client: Tendring District Council Date: November 2023





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1. Introduction



1.1 Summary

This Appraisal and Management Plan will provide an overview of the Harwich Conservation Area, outlining its designation history, alterations to the boundary, and highlighting its special interest. The appraisal will also consider those buildings, spaces, and features which contribute to its character.

Conservation Area designation gives broader protection than the listing of individual buildings, as it recognises all features within the area which form part of its character and ensures that planning decisions take the enhancement and preservation of the quality of the area into consideration.

Harwich Conservation Area was first designated in 1969. Its significance is predominantly derived from its medieval street pattern, which is still discernible today, its historic port and maritime influences, and the quality of historic buildings and features.

1.2 Conserving Tendring's Heritage

Tendring Council has appointed Place Services to prepare a Conservation Area Appraisal for Harwich. The document is provided as baseline information for applicants to consider, in conjunction with the Conservation Area Appraisal and Management document, when designing or planning new development in Harwich.

This report provides an assessment of the historic development and character of Harwich and outlines its special interest. The appraisal will also consider the significance of heritage assets and the contribution that these, along with their setting, make to the character of the area. The understanding of significance will be used to assess the susceptibility of the Character Areas to new development, highlighting key assets of importance.

This assessment will consider how different Character Areas within Harwich came to be developed, their building styles, forms, materials, scale, density, roads, footpaths, alleys, streetscapes, open spaces, views, landscape, landmarks, and topography. These qualities can be used to assess the key characteristics of each area, highlighting potential impacts future developments may have upon the significance of heritage assets and the character of Harwich. This assessment is based on information derived from documentary research and analysis of the individual Character Areas.

The National Planning Policy Framework (NPPF) highlights good design as one of twelve core principals of sustainable development. Sustainable development relies on sympathetic design, achieved through an understanding of context, the immediate and larger character of the area in which new development is sited.

This assessment follows best practice guidance, including Historic England's revised Historic England Advice Note 1 for *Conservation Area Appraisal, Designation and Management* (2019) and *The Setting of Heritage Assets* (2017).



1.3 Purpose of Appraisal

A character appraisal defines the special interest of a conservation area that merits its designation and describes and evaluates the contribution made by the different features of its character and appearance.

This document should be used as a baseline to inform future development and design with regard to the sensitivities of the Historic Environment and its unique character.

It is expected that applications for planning permission will also consult and follow the best practice guidance outlined in the bibliography.

Applications that demonstrate a genuine understanding of the character of a Conservation Area are more likely to produce good design and good outcomes for agents and their clients. This Appraisal will strengthen understanding of Harwich and its development, informing future design.

1.4 Planning Policy Context

The legislative framework for the conservation and enhancement of Conservation Areas and Listed Buildings is set out in the Planning (Listed Buildings and Conservation Areas) Act 1990 (HMSO 1990). In particular section 69 of this act requires Local Planning Authorities to designate areas which they consider to be of architectural and historic interest as Conservation Areas, and section 72 requires that special attention should be paid to ensuring that the character and appearance of these areas is preserved or enhanced. Section 71 also requires the Local Planning Authority to formulate and publish proposal for the preservation and enhancement of these areas.

National planning policy in relation to the conservation and enhancement of heritage assets is outlined in chapter 16 of the Government's National Planning Policy Framework (2021).

The Harwich Conservation Area is located within Tendring District. Local planning policy is set out in the Tendring District Local Plan 2013 - 2033 and Beyond (2022). Policies which are relevant to heritage assets include: Policy SPL 3 - Sustainable Design Policy PP 8 - Tourism Policy PPL 3 - The Rural Landscape Policy PPL 7 - Archaeology Policy PPL 8 - Conservation Areas Policy PPL 9 - Listed Buildings Policy PPL 10 - Renewable energy generation and energy efficiency

The Harwich Conservation Area has undergone the following alterations:

First designated - 19.06.1969 First boundary extension - 08.02.1982 Second boundary extension - 14.07.1986 Third boundary extension - 25.09.1995

1.5 Public Consultation

Tendring District Council held a six week public consultation on the draft Harwich Conservation Area Appraisal and Management Plan running from Monday 3rd October to Monday 14th November 2022. An exhibition event was also held in the Harwich Masonic Hall, on the 13th October from 3-7pm. Comments received during this period have been reviewed and encorporated into the document.





Figure 1 Harwich Mayflower Mural

2. Harwich Conservation Area



2.1 Context and General Character

Harwich is located to the north east of Tendring District and the County of Essex. It is situated on the coast overlooking the Rivers Stour and Orwell. It was founded in the early thirteenth century by the Earls of Norfolk as a commercial venture, and quickly became one of the major east coast ports with both local and continental trading links. Harwich was for a time the main urban centre in Tendring, where trade, fishing and shipbuilding contributed to the local economy.

The Conservation Area comprises the historic extent of the medieval 'plantation' town which was established from the twelfth and thirteenth centuries, and the post-medieval expansion of the naval dockyard and Harwich Green area. There is a high concentration of built heritage, including a significant number of timber framed buildings of late medieval and post medieval date, but has a largely Georgian character due to a predominance of eighteenth century facades.



Figure 2 Context and location of Harwich Conservation Area ©Aerial Map ECC



2.2 Origin and Evolution

The following section provides an overview of the history of Harwich and the surrounding settlement. The street plan of the settlement within the Conservation Area is medieval in origin.

Palaeolithic to Roman (c.10, 000 BC to c AD 450)

Harwich's location on high ground at the mouth of the River Stour would have provided an ideal place for occupation with easy access to the intertidal zone for early settlers. Evidence of human occupation has been found at nearby Dovercourt from early prehistory. There is limited evidence for Iron Age or Roman occupation in or around Harwich Conservation Area.

Medieval

The first evidence of substantial activity within the Conservation Area dates to the early thirteenth century when the port was founded at Harwich to support military campaigns and trade. Excavations at Mayflower House have identified twelfth century medieval features including structural remains and three phases of thirteenth century buildings.

A cobbled surface of medieval date has also been identified at Kings Head Street. The former church (Figure 3), constructed in the thirteenth century, was demolished in 1821 but other medieval buildings remain, including 40 West Street which is the earliest building still extant in Harwich, dating to the late fourteenth century.

Many surviving features of the late medieval settlement remain including the market, the fourteenth century quay and the sixteenth century town walls. Harwich

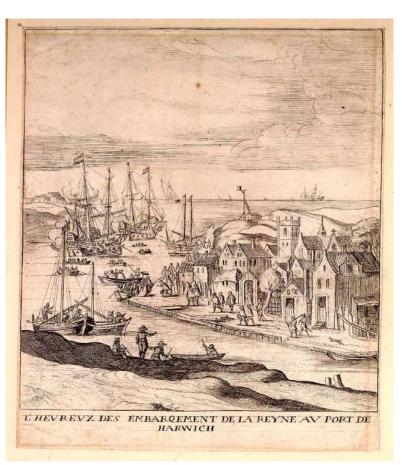


Figure 3 Print of 'L' heureux des embarqement de la Reyne au port de Harwich', 1639 (ERO X172-19 Imp 170-1-21)





Figure 4 'A Prospect of the Towne & Harbour of Harwich', 1712-1714 (ERO X172-19 Imp 170-1-3)



Figure 5 Enlarged view of 'A Prospect of the Towne & Harbour of Harwich', 1712-1714 (ERO X172-19 Imp 170-1-3)

also formerly contained a castle as part of its defensives which was located to the north east of the settlement and remained in use until 1547; the area later became the shipyard but the building survived until the seventeenth century. The importance of the port's standing is evident in the arrival of the Queen of France at Harwich in 1639.

The port encouraged settlement and by the 1660s it was an important naval base and dockyard. Harwich was fortified by a turf bank (Figure 5) to defend the settlement during the Anglo-Dutch Wars. The naval crane, built in 1667, is located to the south east of the Conservation Area having been moved from the old Navy Yard to it current location in 1930. Standing buildings also demonstrate the extent of the medieval settlement; Harwich Conservation Area contains 27 listed buildings dating to the fifteenth and sixteenth centuries.

Post Medieval

The Navy Yard closed in 1713, although shipbuilding continued on the site under private ownership until 1827. The port continued to be used for trade, fishing and ferry crossings.

The 1777 Map of Essex by Chapman and André (Figure 6) shows the large settlement of Harwich with its dock, north of the lighthouse. This wooden lighthouse (Figure 7) was replaced by the two brick High and Low Lighthouses in 1818. They remained in use until 1863 and are both now protected as Listed Buildings and Scheduled Monuments.

The beginning of the Napoleonic Wars in 1803 led to further defences within Harwich. In 1811, gun batteries were erected on Bathside Bay and Angel Gate and a large circular Redoubt was located on high ground to the south, beyond the Conservation



Area boundary. The batteries and Redoubt are protected as Scheduled Monuments.

Harwich grew in the nineteenth and twentieth century partially due to the increased popularity of seaside resorts, with the growth of inns and hotels reflecting this expansion. Due to the enclosed nature of the settlement, infill developments resulted in tight house plots with small backyards.

Commercial activity flourished around the port throughout the nineteenth and twentieth centuries with various quays, a landing stage and a dry dock. The perimeter road was lined with warehouses. Several piers have served Harwich historically, including the Continental Pier and Trinity Pier, which was used for the train ferry. The Ha'penny Pier served as a ferry pier for foot passengers and was rebuilt in 1900 in a similar architectural style.

The opening of the Harwich branch of the Eastern Union Railway in 1854 also resulted in the expansion of the settlement (Figure 10). The Conservation Area includes the town's original railway station along George Street, to the west of the Main Road.

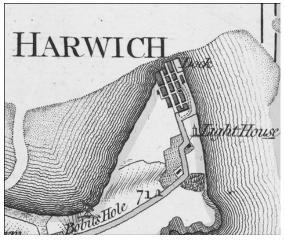


Figure 6 Chapman and Andre Map of 1777



Figure 7 A view in Harwich, 1808 , prior to the building of the low and high lighthouses in 1818 (ERO X172-19 Imp 170-1-27)

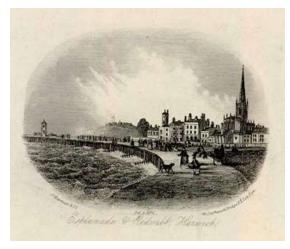


Figure 8 Esplanade and Redoubt, Harwich 1876 (ERO X172-19 Imp 120-1-3)



Figure 9 Photo of West Street, Harwich 1897 (ERO X172-19 Imp 120-1-3)





Figure 10 Extract from 3rd edition OS map, 1920s

Modern

The town played an important role as a defensive harbour in both the First and Second World Wars. Harwich was declared a "Class A" fortress with the arrival of the First World War and provided vital deep-water anchorage for the Harwich Force in the First World War and for allied shipping in the Second World War. During the Second World War, access to the Quays was controlled by a checkpoint and historic buildings within the Conservation Area were commandeered as part of the wartime naval base. Defensive features including Beacon Hill Fort and the Redoubt, located south of the Conservation Area, were adapted as Second World War defences and, along with new anti-aircraft guns, served to protect the port and the settlement.

A train ferry from Trinity Pier was opened in 1924, but the use of the historic port declined during the twentieth century. Slum clearance was undertaken in the town in the mid-twentieth century, resulting in the loss of buildings dating back to the seventeenth century, and the Naval Base closed. However, Harwich's medieval street plan and abundance of historic buildings make it an attractive town of special architectural and historic interest.



Figure 11 Photo of West Street, Harwich 1937 (ERO X172-19 Imp 170-1-6)



2.3 Designation of the Conservation Area

The Harwich Conservation Area was first designated in 1969, and further extended in 1982, 1986 and 1995. Tendring District Council prepared Conservation Area Character Appraisals for each of its Conservation Areas in 2005 based on earlier, but unadopted, reports from 2001.

2.4 Revisions to the Boundary

As part of this review, the Conservation Area boundary has been revised to reflect changing methodologies of good practice and provide a clearer strategy which acknowledges the practicalities of Harwich's unique built environment.

Reductions

It is considered that reduction of the Conservation Area to the north and east to exclude areas of sea would conform with Historic England Advice Note 1 *Conservation Area Appraisal, Designation and Management*, where the contribution that the sea can make to the setting of a conservation area is highlighted in paragraph 59.

There is a strong visual and historic relationship between Harwich and the sea; it is surrounded by water to the west, north and east, and still functions today as a working dock. Due to this proximity and association, the sea forms an important part of the setting of the Conservation Area. It contributes to our understanding of the development of Harwich, its character, and positively influences how we experience the heritage asset. The contribution this land makes to the setting of the Conservation Area will not be diminished through its removal from the boundary.

A small length of road, which makes no contribution to the significance of the Conservation Area at the southern edge of the boundary is also proposed for removal in order to rationalise the boundary.



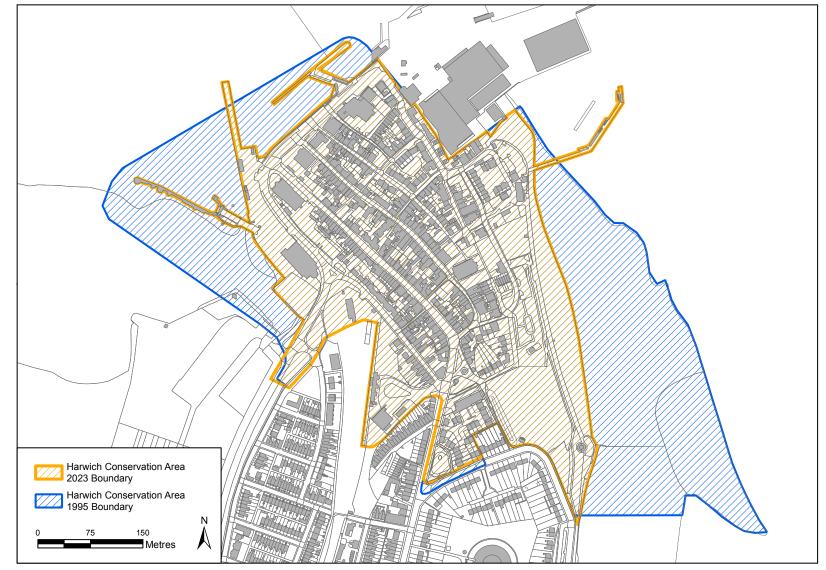


Figure 12 Map showing 2023 revisions to the Conservation Area boundary



2.5 Designated Heritage Assets

There are 154 designated heritage assets within the Conservation Area boundary, comprising 150 listed buildings and structures and four Scheduled Monuments. Of these list entries, 11 are designated at Grade II* or Grade I, and are noted below:

Scheduled Monuments

- The Harwich Treadwheel Crane (list entry no: 1017202)
- Harwich Low Lighthouse (list entry no: 1019326)
- Harwich High Lighthouse (list entry no: 1017201)
- A Napoleonic coastal battery at Bath Side, 400m north west of Tower Hill (list entry no: 1018957)

Grade II*

- High House (list entry no: 1204838)
- Church of St Nicholas (list entry no: 1281276)
- Number 26 and Frontage Wall to South East (list entry no: 1281089)
- 42 and 42a, Church Street (list entry no: 1298480)
- High Lighthouse (list entry no: 1280598)
- The Old Swan House (list entry no: 1281210)
- Electric Palace Cinema (list entry no: 1204934)
- 34 and 35, Church Street (list entry no: 1187884)
- Old Naval Yard Crane (list entry no: 1187899)
- 10, King's Quay Street (list entry no: 1187905)

Grade I

• Guildhall (list entry no: 1298482)

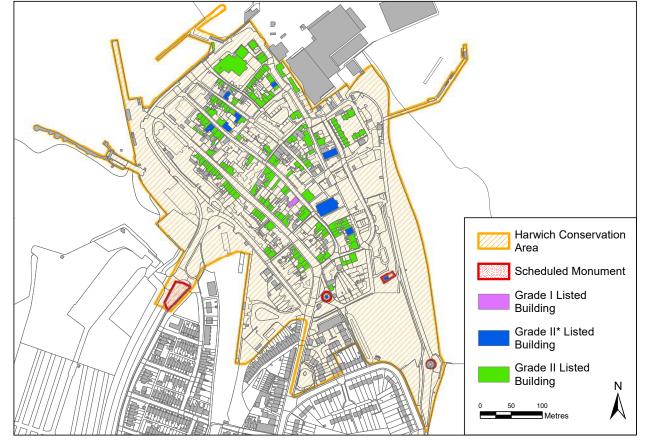


Figure 13 Map showing designated heritage assets within the Conservation Area



2.6 Non-Designated Heritage Assets

Buildings within the Conservation Area which should be considered for inclusion are identified below and are considered to be buildings of townscape merit which make a positive contribution to the significance of the Conservation Area. These buildings have been identified as they are either considered to be good examples of their type or architectural style, are prominent local landmarks, demonstrate use of local materials or design features, or are connected to local historical events, activities or people, and are all relatively complete in their survival.

Further information on their contribution to the Conservation Area can be found in Sections 3.6 and 3.7 and they are identified below:

- The Harwich Mural
- Harwich Station
- The Salvation Army Citadel
- Shakers Bar
- The Vicarage
- The former Fire Station
- Lifeboat Museum
- The New Bell Inn
- The Ha'Penny Pier
- Merchant Navy Memorial

2.7 Heritage at Risk

There were two structures within the Harwich Conservation Area which were included on the Historic England Heritage at Risk Register, however have since been restored:

• The Harwich Treadwheel Crane

Recent research revealed further significance of this crane, which is believed to be the earliest surviving example of this type of structure in England and is designated as a Scheduled Monument. A grant of more than $\pounds140,000$ was awarded from Historic England as part of the Government's Cultural Recovery Fund scheme to fund the restoration, and Tendring Council (owners of the crane), funded a further $\pounds47,000$.

The Electric Palace Cinema, King's Quay Street

This building has recently undergone a two-year restoration project with funding provided through a National Lottery Heritage Fund grant and by Historic England. It had been on the Heritage at Risk Register since 2019.

As a non-designated heritage asset, the old School House is not included on the national Heritage at Risk Register, however, at the time of survey it appeared vacant and in a poor state of repair, at risk of neglect and further deterioration. Number 8 Church Street is also considered to be at risk, as it is a vacant property at risk of further deterioration and loss of historic fabric.



2.8 Archaeological Potential

A number of small scale excavations have been undertaken within the Harwich Conservation Area largely revealing medieval and postmedieval remains relating to the development of the port and historic town. The area has deep stratigraphy and the potential for waterlogged deposits.

The archaeology of the Conservation Area is likely to comprise mainly medieval to post medieval features, structures and finds. Excavations at Mayflower House have identified twelfth century medieval features including structural remains and three phases of thirteenth century building.¹ A cobbled surface with medieval dating has also been identified at Kings Head Street.² The Quay Pavilion site revealed a masonry walled quay structure, watergate and water-stairs dating to at least the fourteenth century.³ In the fifteenth century a series of timber quay fronts were erected in front of the masonry quay face. These investigations indicate the potential for well-preserved archaeological remains, in some areas up to 2m deep, relating to the historic town and early port.

The western side of the town from the Kings Quay Street seawards is all made ground, dating from the early post-medieval period onwards. Waterlogged remains are most likely to be encountered in the area of the Kings Quay and Navy Yard and probably survive in deeper features such as wells and cess-pits. The excavation evidence has demonstrated the survival of bone and shell, as well as ceramics, metal objects and building materials.

The survival of the medieval street plan, and the extensive listed buildings, is an important, well preserved resource.

¹ Milton, B, 1986, Excavations at Church St, Harwich 1986

² Priddy, DA, 1989, Watching brief at corner of Market St & Kings Head St.

³ Bassett, SR, 1972, Interim report on the archaeological investigation of three sites in Harwich



3. Assessment of Significance

3.1 Summary

The special interest of the Conservation Area is derived from its development as a medieval planned port town with its street plan still evident today, its high quality historic buildings and features, and its seaside character. Harwich is identified as one of three Historic Towns within the Tendring District by Essex County Council.

3.2 Land Usage

The Conservation Area contains commercial, residential and recreational areas. The north of the Conservation Area includes dockside infrastructure and larger scale commercial buildings and sites. These dockside buildings continue to the east, where a beach and recreational areas can be found, including Harwich Green. The majority of the Conservation Area to the south comprises a mixture of small scale residential and commercial buildings, many medieval in origin.

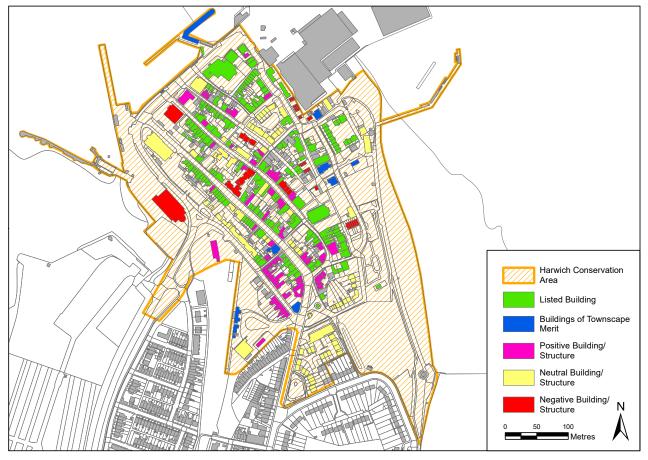


Figure 14 Map showing significance of buildings within the Conservation Area



3.3 Views

Key views are identified on Figure 15. Note the views included are a selection of key views; this list is not exhaustive and there may be other views of significance. Any proposals for development within the conservation area, or its environs, should consider the views below and any others which may be relevant or highlighted as part of a bespoke assessment of that proposal.

Many of the key views take in long vistas along the medieval streets of the town lined by two and three storey historic buildings. The Church of St Nicholas is a landmark, particularly in views from Church Street, and its tall tower and spire features in several key views. The density of historic buildings within the core of the town, including along Kings Head Street, Church Street and Eastgate Street, limit views outwards but from the north west end of these streets are views of The Quay and the sea beyond. The High Lighthouse is prominent in views in the southern part of the Conservation Area, with the open space of Harwich Green permitting a key view of the full height of the High Lighthouse from the eastern coast. Views of the Low Lighthouse are also important along the eastern coast of the Conservation Area where the relationship between the two lighthouses and the town itself can be appreciated. Views from The Quay and Ha'penny Pier permit an appreciation of the coastal setting of the town and the strength of the maritime influences on it.

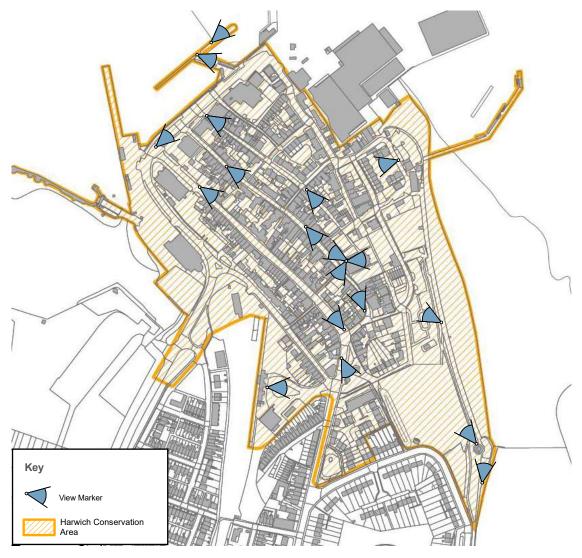


Figure 15 Map showing key views within the Conservation Area



3.4 Local Building Materials and Details

Harwich has a high number of medieval and post-medieval timber framed buildings, and while some have retained their exterior appearance, the majority have been refronted. This provides a varied townscape with properties in close proximity displaying a variety of building materials and decorative detailing. Typically properties within the historic core have been remodelled in the Georgian period with sash windows and decorative front door treatments set in red brick facades concealing earlier timber frames. Red brick predominates within Harwich; however, some properties are painted, often in bright pastel colours typical of seaside settlements, and others are decorated with stone and gault brick dressings to distinguish them. There are some examples of gault brick buildings, notably Quayside Court (Grade II Listed), and of glazed brickwork and tiles, predominantly on commercial properties including the former Wellington Inn (Grade II Listed).

Many buildings are also part-clad in timber weatherboarding, often to the flank elevations or the upper halves of front elevations above painted rendering. Weatherboarding is predominantly painted either in black or white.

The historic core of Harwich includes detailing typical of the Georgian period, including fan lights, doric porches, panelled doors and ornate door casing, sash windows, keystone detailing, rendered plinths, and stringcourses.

Rooflines are characteristically varied, due mainly to the variety of building height ranging from two to three storeys, with a mixture of parapets and gable, hipped and mansard roofs many with dormer windows. Roof tiles are typically pantile or slate. There are some examples of stepped and shaped gables, reflective of Dutch connections and influences in Harwich.



Figure 16 Example of Georgian facade



Figure 17 Red brick within the Conservation Area



Figure 18 Example of varied roof scape



Figure 19 Historic Doorway

Historic shopfronts are often decorated more elaborately, with large display windows, recessed doors with tiled entrances, stall-risers and pilasters often painted or picked out in glazed brick and tile, below projecting cornicing with decorated consoles, and well-detailed fascia boards.

Surface treatment varies throughout the Conservation Area and often makes a positive contribution to the area's character and appearance. For example, Market Street contains a section of herringbone concrete paving, there are areas of granite kerbing throughout. Golden Lion Lane is paved entirely in scoria bricks, and many streets within the core of the town are also bordered by or decorated with scoria bricks, adding character and detail to the area.

Harwich Conserva

3.5 Landscaping, Open Spaces and Public Realm

Areas of notable public realm can be found to the east and north of the Conservation Area. The largest areas of open space within the Conservation Area include Harwich Green and the coastal walks which flank the beach to the east and docks to the north. The Green and these promenades are lined with benches and provide key public space for residents and visitors permitting an appreciation of its character and seaside setting.

Harwich Green

Harwich Green stretches from Wellington Road at its northern edge to Harbour Crescent at the south. Within it is located the Harwich Treadwheel Crane, a Scheduled Monument, which was re-erected on Harwich Green when the old shipyard was dismantled in 1928. A small area of formal planting is located to the north of the crane, with flower beds and public benches, and, to the south, an open green area contains a café, children's play area, scattered planting and public benches.

Cox's Pond

Where Harbour Crescent meets Main Road at the entrance to the Old Town, Cox's Pond sits on a triangular portion of land. This pond was formed of an early fragment of the ditch and creeks that historically surrounded Harwich, offering protection for the town and providing also a watering place for horses.⁴ A wooden house for ducks was constructed on the pond's island around1903, and a fountain and benches were added in the early twentieth century. The pond is now surrounded by iron fencing and hedging but is visible from the street.

4 [Harwichanddovercourt.com/coxs-pond.html]









Figure 20 High Lighthouse Green



Figure 21 Harwich Station

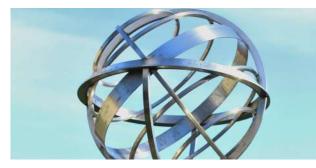


Figure 22 Wellington Road Memorial

High Lighthouse

The area surrounding the High Lighthouse on St Helen's Green and West Street forms a triangular island which is grassed and planted with established trees and hedges. This area provides public benches, a town notice board, public restrooms with a map of Harwich, a telephone box and a decorative buoy signposted 'Old Harwich'.

Station

Outside of Harwich Town Railway Station, a large grassed area forms the centre to the circular driveway which leads from Main Road to the station entrance. In the centre of this green space is a nineteenth century grade II listed drinking fountain. The fountain is octagonal and topped with a decorative finial, surrounded by planted flower beds. This area is maintained by the Harwich Society and provides a pleasant setting for the station, affording views towards the High Lighthouse and Harwich Green.

North end of George Street

To the north of George Street, a paved triangle is planted with established Holly Oak trees and contains a row of benches. It is also where the Mayflower Mural is now located, just north of the Harwich History Heritage Centre. The old railway tracks and gates to the station yard have been retained where they cross the street, contributing to the historic character of the area.

Wellington Road Memorial

The Wellington Road Memorial includes a grassed parcel of land, with a bench, decorative buoy to mark the Lifeboat Museum, and the 1953 Floods Memorial sculpture. The bench and sculpture were installed to provide a peaceful place of remembrance for those who lost their lives in the floods.



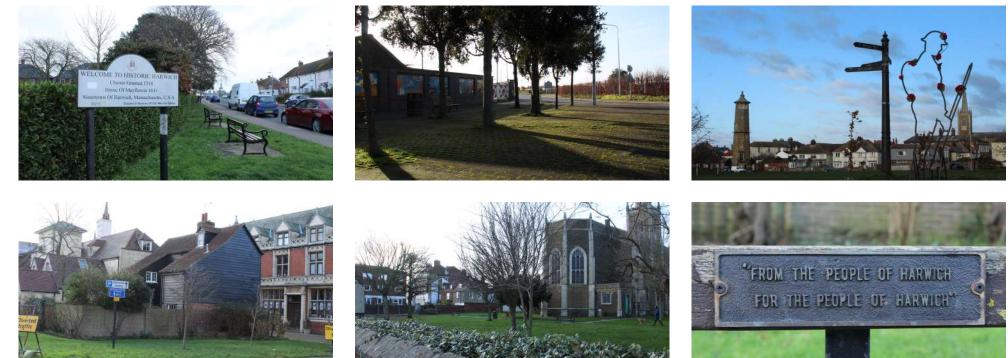


Figure 23 Green Spaces throughout the Conservation Area

PLACE SERVICES

Churchyard

The Churchyard of St Nicholas' Church is large and stretches from Church Street to Wellington Road. It is bounded by a low red brick wall on the north, east and south sides and by an iron railing to the west. The Churchyard contains tree lined pathways and public benches.

Church Street

To the south of Church Street, the entrance to the street is marked by a small paved public square. The square is bounded by a low red brick wall and a mixed species hedge, with three established trees and a public bench.

Wellington Road and Outpart Eastward

A sliver of green space located at the junction between Wellington Road and Outpart Eastward is grassed and planted with shrubs and young trees, with two public benches. One of these benches overlooks the Harwich Mural, its plaque reading 'From the people of Harwich for the people of Harwich'.

Courtyard Gardens

Elements of the Conservation Area are characterised by their paved, courtyard gardens, which are private gardens but sometimes visible from alleys and occasionally spill into the public pavements.

3.6 Public Art

There are a number of public art installations across the Conservation Area, which make a positive contribution to our understanding and appreciation of the history of Harwich while also enhancing communal and aesthetic value of the area. Notable pieces of public art include:

The Harwich Mural

The Harwich mural stretches across a wall on Wellington Road and was originally commissioned by the Harwich Society in 1982. It originally depicted buildings in a time sequence from ancient to modern. After repairs damaged the original design, the wall was repainted with new imagery in 1995 to show a collage of local buildings and ships. It was painted in part by students of Harwich School, and overseen by the Harwich Society.

Mayflower Murals

The murals, on display in George Street along the walls of the former railway goods yard, were painted in 2015 by volunteers as part of the Harwich Mayflower Project. They highlight the history of the Mayflower, following its journey from Harwich to America.

1953 Flood Memorial

This monument commemorates the eight residents of Harwich who lost their lives in the Great Flood of 1953. Their names are etched into the central ring of a metal sphere set on a brick plinth.



Harwich Mosaic

The mosaic shows Esturiana, the goddess of Harwich, creativity and the estuaries, and was created by artist Ann Schwegmann-Fielding for the Harwich Festival 2018. It was commissioned by the Harwich Festival, in partnership with old Bank Studios, with funding from Arts Council England.

The old boat is decorated with items donated by the local community, including broken plates, sea glass and glass tiles. The plaque reads 'You are just a drop in the ocean but the ocean is made of thousands of drops'.

Window Competitions

The Harwich Festival run Window Competitions for all residents in Old Harwich with ground floor windows facing the street. The competitions are an opportunity for the community to create art installations within their homes, which are mapped and judged as part of the Harwich Festival. There are also often windows decorated throughout the year for public holidays, and 'window art' is clearly loved by the community and engages both residents and visitors.

Journeyer

Journeyer was a project undertaken by Essex County Council, Place Services, and Glassball in 2014 as part of the Seaconomics Programme. It delivered a series of public arts project across Harwich to explore visitor experience and local inhabitants' connections with place. The installations include a public bench, hoarding and dock walls inscribed with memories and words relating to Harwich's history and sense of place, as well as temporary light, digital and planted installations.



Figure 24 Decorated Window in Harwich









3.7 Contribution by Key Un-Listed Buildings

Although not recognised by listing designations, there are several key buildings of interest located throughout the Conservation Area:

Harwich Station

The station building forms a gateway into the Conservation Area and part of the building also serves as Harwich Railway and Shipping Museum. The building makes a positive contribution within the open station forecourt. It is a single storey building, constructed in gault bricks with striking architectural detailing including brick banding, brackets, and projected quoining at its corners. It has a mix of arched and straight brick lintels, with stone window sills. Its slate tile roof is punctuated by seven prominent chimney stacks. The building is of historic, architectural and communal value.

The Salvation Army Citadel

This red brick building is situated on a prominent corner plot on George Street and West Street, its height and ornamental crenelated parapet and towers make it a dominant feature of the street scape. The building was opened in June 1880 by William Booth, and still serves as the Salvation Army's building. There are two modern extensions to the east and west of the building. It is of historic, architectural and communal value, making a positive contribution to the Conservation Area.

Shakers Bar

This pub was purpose built by Tollemache & Company around 1905, replacing the original building which traded as a pub and alehouse in the mid-nineteenth century. The building is red brick, with timber sash windows and dominant shaped gables facing West Street and Golden Lion Lane. It is currently known as Shakers Bar and has retained its original external appearance, contributing to the streetscene.

The Vicarage

The Vicarage is a fine Victorian building located on a corner plot with Wellington Road and Cow Lane, constructed in red brick monochrome brickwork detailing around fenestration. The historic core of the building has retained its timber windows, however a large-scale extension to the north of the building has introduced modern building materials and uPVC windows. While the extension does impact the historic character of the building, it is still a good example of a Victorian Vicarage, which retains architectural brick and tile detailing, decorative barge boarding, and its historic boundary treatment. It shares a strong connection with the Church of St Nicholas, both visually



Figure 25 Harwich Station



Figure 26 Salvation Army

Figure 28 The Vicarage

Figure 27 Shakers Bar

and historically, its garden overlooking the churchyard across a low wall, making a positive contribution both to the Church's setting and to the Conservation Area.



The former Fire Station

This site on Kings Quay Street operated as the fire station for Harwich from 1912 to 1966, and its former use is still legible in the architecture of the building. The double height arched openings are finished with stone arches and keystones and blue brick quoining and dominate the main façade of the building. The plaque commemorating the opening of the station in 1912 sits centrally between the archways, above which is a small oculus window. The building now serves as a recreational centre and hostel and is of value due to its former use and unique associated architectural detailing.



Figure 29 Former firestation

Lifeboat Museum

The Lifeboat Museum is a small, single storey building with a timber tower to the east. Its simple architectural detailing includes gault brick banding, arched lintels, and stone window sills, all of which make a positive contribution to the building and the streetscape. It is of historic value as a former lifeboat house, and communal value as a museum.

The New Bell Inn

The New Bell Inn has origins as a public house in the early eighteenth century, functioning as a blacksmith from 1620 through to 1743 before its conversion.⁵ It is simple but attractive in architectural style, rendered with simple pargeting panels to the first and ground floors. There is potential for earlier fabric to have been retained within the building. It makes a positive contribution to the character of the area.

The Ha'Penny Pier

The Pier was opened in July 1853 and functioned as a popular departure point for paddle steamers until after the First World War. The pier is of group value along with listed ticket office and waiting room, and forms an important component of their setting. Mr. Peter Schuyler Bruff, an outstanding civil engineer of Ipswich, was engaged to construct the pier and quay. The Halfpenny Pier was owned by Trinity House up to 1988 and is now in the ownership of the Harwich Haven Authority. It is of high historic and communal value, and a key element of the Harwich Conservation Area.

5 <u>http://www.harwichanddovercourt.co.uk/public-houses-hotels/</u>



Figure 30 Lifeboat Museum



Figure 31 The New Bell Inn



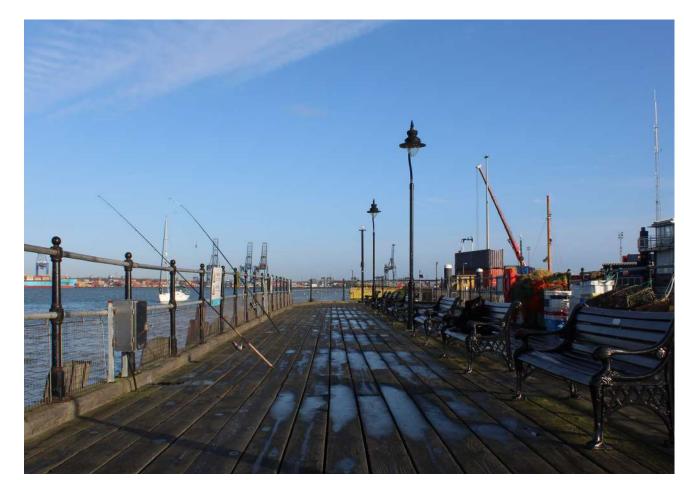


Figure 32 The Ha'Penny Pier



Merchant Navy Memorial

This memorial is situated along the promenade to the north of the Conservation Area, overlooking the estuary. It was erected in 2006 to commemorate the Merchant Navy and the men lost in the First and Second World Wars. It is a tapering stone pillar set on a plinth with sloping shoulders and two steps. It is enclosed by low chains hung from posts at each corner. On the pillar is the badge of the Merchant Navy Association. The monument contributes to our appreciation of the relationship between the community of Harwich and the sea. Its inscription reads:

MN./ THEIR NAMES ARE NOT INSCRIBED ABOVE/ A BED OF COMMON CLAY/ BUT IN THE SCROLLS OF ROLLING WAVES AND/ WREATHS OF SWIRLING SPRAY./ THEIR EPITAPHS ARE WRITTEN IN THE/ LANGUAGE OF THE SEA./ ON ALL THE OCEANS WHITE CAPS FLOW/ YOU DO NOT SEE CROSSES ROW ON ROW/ BUT THOSE WHO SLEEP BENEATH THE SEA/ REST IN PEACE FOR YOUR COUNTRY IS FREE./ DEDICATED TO THE MERCHANT NAVY BY THE/ MERCHANT NAVY ASSOCIATION HARWICH/ 3rd SEPTEMBER 2006.



Figure 33 Memorial



3.8 Character Analysis

There are four distinct areas within the Harwich Conservation Area which form separate character areas, as shown on Figure 34. These are:

Character Area 1 - The Quay Character Area 2 - Historic Core Character Area 3 - Eastern Coast Character Area 4 - Gateway

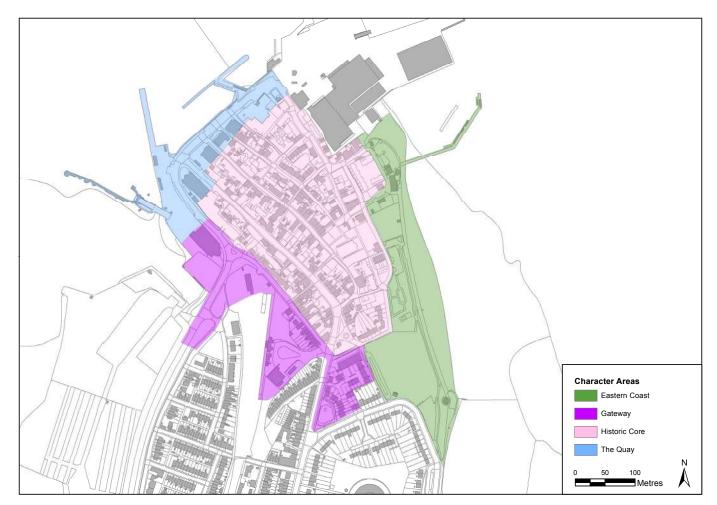


Figure 34 Map showing Character Areas identified in the Conservation Area

Area 1 – The Quay



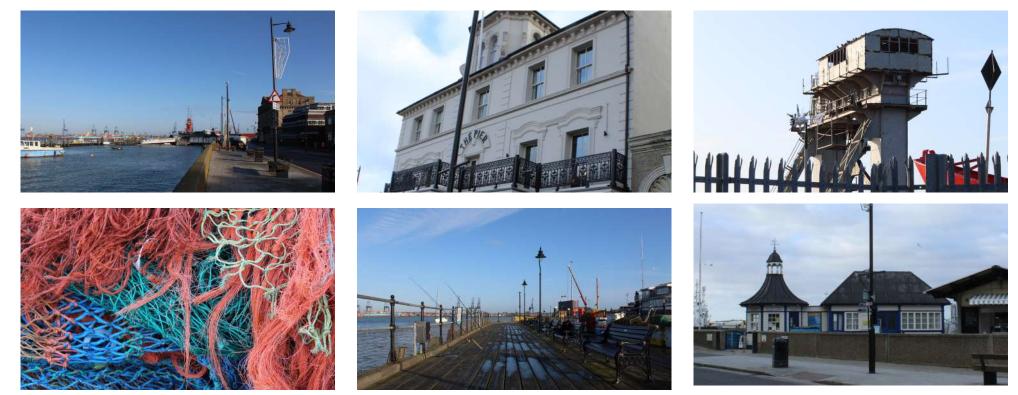






Figure 35 Pier Hotel

The Quay forms the northernmost Character Area within the Conservation Area and focuses on the promenade and Ha'Penny Pier. It is characterised by its continued use as a dock, along with its open aspect to the north, with wide pavements and views stretching towards the estuaries, and the large, dominant, industrial buildings to the south west.

The Promenade

The promenade is characterised by its strong relationship with the working dockyard and is a well-conceived public space with a low wall and well-spaced and consistent public benches, bins, and lamp posts with hanging baskets lining the walk. The uncluttered streetscape allows views north over the estuary to be fully appreciated. Benches overlook the estuary and docks, with cranes, marine traffic and shipping containers creating a colourful, noisy and kinetic setting. There are a few built features along the promenade but those present make a positive contribution to the character of the area, including the former ticket office and waiting room (the Grade Il listed Premises of Orwell And Harwich Navigation Company), the Ha'Penny Pier, and the Merchant Navy Memorial. Off-road parking does somewhat detract from the open character between the Memorial and the Pier.

South of the Quay

To the south of the Character Area a row of largescale buildings set within large plots line the street. To the east, The Pier (Grade II listed former Angel Public House) is unusual as a smaller scale development which is common within the historic core but not along the Quay. It is early nineteenth century, and contains a mixture of styles, with a prominent gable clad in weatherboarding with decorative bargeboards and a large oriel window above a central doorway flanked by oculus windows.

Further west, the mid-nineteenth century Pier Hotel and restaurant (Grade II listed) is three storeys in height with a central octagonal belvedere. The building is highly detailed with round arch headed sash windows to the ground floor, stringcourse detail, modillioned cornice, and a balcony at first floor with iron railings. The building is rendered and painted in cream, showcasing the ironwork of the balcony.

Between The Pier and Quayside Court is a one storey public restroom with elaborate round arches surrounding clam shell motifs above the three doorways. This forms part of the largest building on The Quay which rises to four storeys, the former Great Eastern Hotel, now Quayside Court (grade II listed). It was constructed in 1864 and designed Harwich Conservation Area

by Thomas Allom in yellow gault brick with render and stone dressings under a slate roof. It is a grand building, finely decorated, and makes a positive contribution to the character area.

Further west, the buildings are modern in design; they are each stepped back slightly from the Quay moving west, so that all are visible when viewed from the west of the promenade looking east. While these buildings do not contribute to the historic character of Harwich, some of them are good examples of its continued maritime connection. The Harwich Haven Authority building is an angular post-war building, with striking angled wrap around windows at ground and first floor level giving it a particular horizontal emphasis. The roof terminates in a large glazed lantern, reminiscent of a ship's bridge.

Crossing Kings Head Street, the next building, Miranda House, makes a positive contribution to the area. It is utilitarian in appearance but is a wellproportioned two-storey office building constructed in red brick with stone dressings. Further west is another two-storey office building is set behind a high brick wall. This building is dominant in the streetscape, partly due to its boundary wall and partly due to the prominence of its undecorated, wide brick frontage rising to a parapet behind which is a slack pitched roof.. Over West Street are the offices of Trinity House, opened in 2005. It is a three and a half storey, flat roofed building with a circular central viewing tower overlooking the water on its north elevation. It is red brick to the rear, its main façade clad in a stark grey stone. A large flagpole is located in the building's forecourt, designed to mimic a ship's sail.

George Street

George Street is characterised by its metal fencing and the depot for Trinity House beyond. The depot contains a variety of structures and equipment associated with the shipping industry. While not particularly aesthetic, this forms an important part of the working dockyard, and contributes to our understanding of the continued history and importance of Harwich as a shipping base. The art installation on the wall here encourages passers-by to appreciate the industrial character of this area.



Figure 36 Buildings south of the Quay



Harwich Conservation Area

Area 2 – Historic Core











Figure 37 Building detail on George Street

The historic core of Harwich is largely characterised by tight grain, historic development within small plots, formed due to the historic topographical limits of the medieval town. The density of historic building stock underpins key characteristics of this Character Area including its high quality historical architectural detailing, its network of narrow alleys with glimpsed views across rear gardens, staggered rooflines, and its lively and varied streetscape.

George Street

The north east of George Street is marked by the modern development of St Nicholas' Court, which makes a neutral contribution to the character of the area. Further south, buildings are early nineteenth century in origin and have retained their historic features and character, including the Grade II listed, three storey, red brick properties and Grade II listed former public house (now Treo Bar Café). Golden Lion Lane creates a gap in the building line, and is paved with scoria bricks, a particular type of glazed pavers with a cloudy light blue finish. The detail of the paved surfacing on these lanes and alleys make a positive contribution to the area. To the south of Golden Lion Lane, the painted brick building is simple in architectural style with interest added by the corbelled corner, and makes a positive contribution to the area. Further south are a variety of buildings including two storey

cottages, a yellow brick industrial shed with a date stone marking its construction at 1874, and other wider spaced buildings affording views to the rears of buildings on West Street. The variety of styles and materials, ranging from red and gault brick, to weatherboarding and painted render, contribute to a varied and characterful streetscene. The south entrance to George Street is marked by the Salvation Army Citadel, a prominent corner plot building in red brick with faux towers and battlements. The west side of George Street sits within the 'Gateway' Character Area; however the buildings here do contribute to the character of the street, particularly to the south west where a row of well-preserved, three storey Victorian dwellings make a positive contribution to the street scape.

West Street

The north end of West Street is characterised by its brick and close board fenced walls, which are low enough to afford views of planting within garden plots and the buildings on Little Church Street (Harbour Cottage and 2 Little Church Street, both Grade II listed). Further south, the building line is largely continuous and extends to the pavement edge, creating an enclosed and tight grained character. Most properties on West Street have eighteenth century frontages, with sash windows, elegant doorcases and fine brick details set in well-proportioned facades. Buildings are Harwich Conservation Area

typically of two and a half storeys, the top storey in the roof being sometimes visible with small dormers, sometimes hidden behind generally plain parapets. Building materials are typically clay-tiled roofs over elevations of red brick, painted brick or render: paint colours are principally pastels and often cream and pink. The majority of buildings to the north of the street make a positive contribution to the historic built character of the area.

There are some sites on West Street which are considered to make a neutral or negative contribution to the character of the area. The Samuel Pepys Car Park detracts from the continuous building line and, whilst it has the benefit of reducing on-street parking, its unfinished paved surfacing, low boundary walls, and contrast to the established building line makes a neutral contribution to the character of the area. Areas of post war development are also notable for the impact they make on the historic character of the area. Numbers 52 – 55 are considered to make a negative contribution to the area, as they introduce new massing, grain and building materials to the street scape which do not draw from the surrounding buildings, making it an incongruous addition. Opposite, numbers 27 - 29 and Whiteheart Court are considered to be more sympathetic to their surroundings and make a neutral contribution.

To the south of Chapel Lane, West Street curves towards the west and opens out to a wider street. There is also a greater variety of buildings here. Numbers 17, 16 and 15, and 71 are examples of neutral postwar infill, but the remainder of buildings have retained historic character and make a positive contribution. A notable building includes the red brick late Victorian Shakers Bar, with attractive shaped gables prominent in the street scape.

Church Lane, to the east of West Street, affords views towards the church and includes established trees which make a positive contribution. Opposite is Golden Lion Lane, and the detail to paved surfacing on these lanes and alleys make a positive contribution to the area.

Further south, views of the High Lighthouse open out and the West Street continues to curve to the west. The building line continues to follow the curve of the street, with a range of three storey buildings leading the eye around the corner. Opposite these is Fountain Court, a Victorian red brick building with yellow brick details. Despite modern uPVC windows, this is an attractive group helping to form the setting of the High Lighthouse in its triangular plaza, pleasantly planted and providing public seating and amenities.

Figure 38 View along Church Lane









Figure 39 View along Church Street

Church Street

The south of Church Street is accessed from Wellington Road, and marked by a curved, two storey rendered dwelling on the west and an area of public space to the east. The small paved space is planted with three established trees and a mixed species hedge and bounded by a low brick wall with a public bench. Northwards, the road is narrow and curved, edged with scoria bricks. The building line curves with the road, leading the eye to the spire of St. Nicholas Church, which is framed by the buildings to either side. These buildings have retained their historic character with elevations in red brick or painted render displaying simple architectural detailing and making a positive contribution to the Georgian character of the area. A notable building here is the Grade II listed Forresters, a former sixteenth century public house, with an attractive jettied front.

Further north, the area surrounding St. Nicholas Church is fairly open in character, the iron railings of the churchyard allowing for views into the green space. A small green (the former graveyard) opposite the church is bounded by a Grade II listed low brick wall with iron railings. This creates a pleasant green character to the street and enhances the setting of the church. The buildings opposite and adjacent to the church also make a positive contribution to the area. The Grade II listed early nineteenth century Trinity House forming an elegant corner to Church Lane and Church Street, and the Grade II listed, former sixteenth and eighteenth century Three Cups Pub's with its red brick and painted render façade and sash windows providing a characterful addition to Harwich's historic core. Grade II listed number 8 is currently in a poor condition, and while it has potential to make a positive contribution within the area it is in need of repairs to prevent it from further deterioration.

The street widens from the church to the north. The streetscape to the north is varied, with notable buildings including: the Guild Hall (Grade I listed), with its

projecting bays in brick framing rubbed-brick blind aedicules surmounting a distinctive timber door-case with gothic details, and a two storey dwelling painted in deep blue, an example of unusual colour sparingly, punctuating the street scene. Numbers 58 – 61, a three storey post war development of shops and flats, makes a negative contribution to the area and is prominent within the street scape. It is unsympathetic in massing, fenestration design and building materials. Next door on Church Street is the prominent gable of number 57, a sixteenth century timber-framed house with an early shopfront. Its gable is mirrored by what is now the Stingray Public House.

Further north a mixture of historic properties and post war infill result in a disparate streetscene. Numbers 23 and 24 make a negative contribution, as they are unsympathetic in their scale and materials, with dark hung tiles and white plastic cladding to the unsympathetically prominent projecting bays. To the east, numbers 46 – 48 are a two storey post-war block, uncharacteristic of the area. Opposite is Mayflower House, a Council development with a pronounced Dutch stepped gable, adding interest to the roofscape; materials are yellow brick and weatherboarding with a rendered gable over the vehicular entry to the rear. Continuing north, buildings are typically red brick to the west and painted render to the east, Georgian in character with a strong regular rhythm to fenestration, and attractive architectural detailing.

Kings Head Street

The north of Kings Head Street is characterised by its narrow linear street pattern and continuous building line comprising of historic properties and public houses which are typically three storeys in height and painted in a light colour palette, many of which are listed. The surface of the street is lined with blue glazed scoria bricks, a characteristic surface treatment found throughout the area. Number 21-21A, the home of Captain Christopher Jones of the Mayflower, forms the entrance to the north west end of the street and adjacent to this are a row of historic properties clad in render and timber boarding. Opposite this the late eighteenth century Alma Inn makes a positive contribution to the area, particularly with its prominent and detailed bar frontage. Number 26 is a notable grade II* listed sixteenth century house with unusual timber clerestory glazing detail in its southern gable. This contrasts with a flint wall painted black and very attractively decorated with hanging baskets, bringing green to the streetscape. Further south, a pair of attractive, red brick buildings sit opposite each other, both with fine examples of Georgian frontages typical of Harwich's historic core.



Figure 40 View along Kings Head Street



Harwich Conservation Area

To the south west is The Old Swan House, a fifteenth century grade II* listed building. The carved bressumer beam to the centre indicates the position of an under-built jettied first floor. Opposite is a former chapel building with tall blank pointed arched windows, with modern window inserts. Beyond this is a parking area with paving setts, bollards and established whitebeam trees. Number 13, on the corner with Hopkins Lane, dates from the seventeenth century and is extremely prominent with its double-jettied façade.

The brick pavers lining the street finish at this point with a line of glazed bricks. The central section of Kings Head Street has been entirely redeveloped in the twentieth century. The building on the eastern side of the road makes a neutral contribution to the area, and the western side makes a negative contribution, as its form and building materials are incongruous with the streetscene.

The narrow part of Kings Head Street resumes at the junction with Market Street and becomes a narrow lane leading towards the back of the church. At the crossing of these streets, Number 41, Corner House, is a modern building with sympathetic detailing including jetties. Opposite this is a vacant plot, where a building has been demolished. The hoarding here is decorated with memories of Harwich.

On Market Street, the buildings have retained their former commercial character, with shop frontages and large ground floor windows. A notable building here is the grade II listed Old Harbour Antiques, late sixteenth and early nineteenth century, with an etched glass door, decorative pictorial tilework, and the name "Smith" in mosaic tiling in the shop entrance.



The Vicarage at the northern corner of the churchyard is Victorian gothic in style, of red brick with blue and yellow brick details. And a decorative boundary wall with cornice details and brick piers.

paved garden with plant pots. Towards the church, the

rears of the properties on Church Street make a neg-

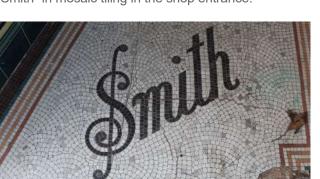
ative contribution to the historic character of the area,

including the large expanse of pebble dashed wall

to the side of The Three Cups and the large parking

Wellington Road, Outpart Eastward and Angelgate

To the south of Wellington Road is the former Infants' School of 1875, now the Church Hall; the building is of historic interest, however is currently in poor condition. Further north, Wellington Road is dominated by areas of open green space and the Harwich Mural, which extends along the rear walls of the grade II listed Angelgate Cottages and makes a positive contribution to the area, enhancing our understanding of its history and providing a landmark created by the local community. The rear gardens of properties on King's Quay Street are bounded by high red brick walls, with planting behind contributing to the green character of this street scape. At the junction of Wellington Road



The southern section of Kings Head Street is attrac-

tively surfaced in red concrete pavers with a central

gutter of scoria glazed brick. There is a strong sense

render lining the street interspersed with some sympa-

thetic modern developments. The rear of the Stingray

public house interrupts the densely built street scape,

of enclosure from historic properties in brick and

introducing iron railings and views over the small

Figure 41 Tiling on Market Street



Harwich Conservation Area

and Outpart Eastward is an area of paving with a small modular, flat-roofed garage building, which is surrounded by high metal fencing. This area currently makes a negative contribution to the area and is prominent in views north along Wellington Road. To its west are the New Bell Inn and Bell Cottage, both with rendered frontages and well-proportioned windows, making a positive contribution to the street. Further east, the Angelgate Cottages are Victorian former coastguard cottages, of two storeys in red brick with gault brick and diaper brickwork detailing. They are surrounded by a very high wall except to the east where access to the Cottages is through an attractive courtyard, with the properties arranged in a U-shape around it.

Kings Quay Street

Kings Quay Street is separated into two halves by the churchyard of St Nicholas Church. The south west side is dominated by a row of elegant grade II listed buildings, including one listed at grade II*; these are predominantly early nineteenth century with eighteenth century timber framed cottages marking the entrance to the churchyard. These buildings make a strong contribution to the historic character of the area, and their grand architectural details and large scale, at three storeys with attics, are reflective of their position overlooking the green and esplanade. To the north, Kings Quay Street is surfaced in brick pavers, with the characteristic scoria glazed brick gutters. There are a number of garages in a very prominent position opposite the Electric Cinema. Whilst their form and materials do not enhance the setting of this heritage asset, their low heights permit views across to the attractive backs of properties on Kings Head Street. The Electric Cinema is currently undergoing major repairs. Further north, the grade II former school house and schoolmasters house sits opposite to the ornate grade II listed former bank building, in late gothic style. The building now houses Old Bank Studios and provides art and craft courses.

Further north, beyond the junction with Market Street, Kings Quay Street is continuously built to the west, and buildings are predominantly three storey in height in red brick or rendering painted white and cream. There is some modern infill which has a neutral impact on the street scape, but several buildings make a positive contribution, including the Wellington, a former public house with distinguishing green glazed bricks, gault brick detailing and central 'Wellington' sign. To the east, the grade II listed number 57 is notable for its varied architectural forms and grain; the nineteenth century house is timber framed with white featheredged weatherboarding and is built in two distinct parts including a three-storey tower with slate

Figure 42 The Wellington











Figure 43 Castlegate Street

pyramid roof and a long two-storey block with steep clay tiled roofs. Further north is the early nineteenth century red brick Naval House and former dockyard owners house, which is an elegant example of the Georgian architecture predominant in the historic core. Opposite this, a group of grade II listed buildings make a positive contribution to the historic character of the area.

Castlegate Street

Castlegate Street is lined by a well-preserved row of predominately red brick terraced cottages to the south, listed at grade II. Simple architectural detailing, such as sash windows and stringcourses make a positive contribution to the historic and aesthetic value of these houses. Further west, a row of rendered early nineteenth century properties are painted in bright pastels and make a positive contribution to the street scape. These properties front onto a narrow paved street with scoria brick central gutter, and a car park opposite. The car park is bounded by a low red brick wall and planted with a line of mature trees, which add aesthetic value to the street and screen views into the car park.

Eastgate Street

Buildings on Eastgate street are more dispersed than typical of the historic core, the view along the street broken up by areas of paved garden space, car parks and crossings with other narrow streets creating a dynamic street scape. The buildings on Eastgate Street have retained a strong historic character with red brick and rendered elevations and are well maintained. The rear of the Alma Inn is visible from Eastgate Street and has a characterful painted north gable end.

St Helen's Green

The houses overlooking the Green from the town centre are average interwar houses, though their front boundary walls are evidence of the former garrison quarters in this location. Harwich Conservation Area

Area 3 – Eastern Coast







The Eastern Coast Character Area stretches from Outpart Eastward to Harbour Crescent. It is predominantly characterised by the open landscape of Harwich Green, which affords wide views towards the sea on the east and towards the historic core to the west. It is coastal in character, drawing on its seaside surround-ings and beach to the east. As well as the open space of Harwich Green, the area also includes the landmark buildings and structures of Harwich Low Lighthouse and Harwich's historic treadwheel crane.

The north of the area contains larger buildings, with the five storey Harwich Port Authority tower set within a large paved area used for parking with some planting and central anchor decoration. This building is modern in character but adds some interest to the skyline. To the seaward side of the Harwich Harbour Board office is the Harbourmasters Pier with its collection of fast pilot launches, survey vessels, buoy tenders and fishing vessels. To the south, Harwich Town Sailing Club is a single storey building with a timber clad and red brick exterior. The building sits opposite the Harwich Lifeboat Museum, a small red brick building with gault brick detailing and a timber tower to its east. This building makes a positive contribution to the area's historic character, and is set within a grassed area with planting, a small red brick outbuilding with boarded painted windows, and a decorative buoy creating a pleasant setting.

Further south a fenced area provides storage for boats with space for car parking beyond. The boat masts are prominent against an open sky backdrop and contribute to the maritime character of the area. The Harwich Green beyond comprises large, open grassed space with some planting, a play area, and public benches. The bank to the east leads up to the esplanade, which is also lined with benches, and overlooks the small sliver of Harwich's beach. Harwich Low Lighthouse to the south is a landmark feature and makes a positive contribution to the maritime character of the area, along with the beach huts which surround it.



Figure 44 Harwich Low Lighthouse

Area 4 – Gateway





Harwich Conservation Area

mark the entrance to the historic town. These include access to the Quay from the A120 arterial road, access via rail to the station, and access by road from the modern settlement of Harwich and Dovercourt via the B1352. The north eastern extents of each of these routes form the gateway to the Old Town, providing first impressions of the Conservation Area.

To the north, the area is characterised by its wide road and open green space, with

a variety of heritage interpretation boards, panels, paintings and plagues enhancing

appreciation of Harwich's maritime history. This area is accessed via a busy road

The Gateway Character Area of Harwich comprises three disparate areas which

which is flanked to the east by a green, where the Napoleonic coastal battery at Bath Side (a Scheduled Monument) is located. The outline of the battery is marked by paving and an information board; this interpretation adds interest to the area and enhances our understanding of the history of Harwich. Looking north, wide views into the historic core create a visually dynamic roofscape, the spire of St Nichols Church providing a waymark to the settlement and enhancing the approach from here. At the junction of George Street with the A120, a paved triangle with holly oak planting and public benches is decorated with murals depicting Harwich's association with the Mayflower. These murals make a positive contribution to the gateway area, again demonstrating the history of Harwich and its significance on a national and international level. To the west of the A120, Trinity House and its yard make a neutral contribution to the area; their scale and material are not in keeping with the historic character, however they are reflective of the continued use of Harwich as a working dock and mark the entrance to the Quay.

Moving south, the Harwich History Heritage Centre is located within a former railway goods shed and has retained its railway character and setting. The former railway tracks have been retained to the west, notably where they cross the A120, to reflect the former use of this line. This building makes a positive contribution to the character of the area.

The Harwich Town Station forms a key area of the Gateway Character Area. It is set within a large station forecourt, which comprises a triangular area of grass with a Grade II listed cast-iron drinking fountain in the middle. The station building itself is a single storey building constructed in guilt brick with a slate-roof, and it makes a positive contribution to the area. The northern end of the station building houses the Harwich Railway and Shipping Museum. The station forecourt is rather unkempt, with views to the north and south over the rear gardens of buildings, with varied boundary treatments and planting, which create an incohesive character and do not relate to the station. Within the forecourt is a small brick railway shed which, despite its poor condition, contributes to the historic character of the area. The bus depot, a large, boxy, modern building, makes a negative contribution to the area. The station forecourt is an important open space and a gateway to the Area, but there are some elements which do not enhance its visual quality or create a sense of place.

To the south, the entrance to the Old Town is marked by Cox's Pond. This pond provides a pleasant, peaceful space with a duck house at its centre and surrounded by planting and public benches. To its south, a sign marks the entrance to Historic Harwich. A new housing development surrounds the pond to the north and east and, although sensitively designed, makes a neutral contribution to the character of the area.







3.9 Beyond the Conservation Area Boundary

Setting is described in the glossary of the National Planning Policy Framework as being "the surroundings in which a heritage asset is experienced... Elements of a setting may make a positive or negative contribution to the significance of an asset, may affect the ability to appreciate that significance or may be neutral". In paragraph 013 of the Planning Practice Guidance, it is stated that all heritage assets have a setting. The extent and importance of setting is often expressed by reference to visual considerations. Although views of or from an asset will play an important part, the way in which we experience an asset in its setting is also influenced by other environmental factors such as sensory experiences and our understanding of the historic relationship between places. For example, sites that are in close proximity but are not visible from each other may have a historic or aesthetic connection that amplifies the experience of the significance of each.

This section discusses attributes of setting to Harwich Conservation Area, and how setting contributes to the significance of the Conservation Area as a heritage asset.

The sea shares a strong visual and historic and functional relationship with the Conservation Area and is the reason why the historic settlement developed here. Its coastal location provided an ideal vantage point for the defences. The Conservation Area also draws its significance from key features outside of its boundary, most notably from the sea itself to the east, west and north, the Navyard Wharf, and high ground to the south on which modern residential buildings and the Harwich Redoubt is located.

These features, such as the Redoubt and Beacon Hill Fort to the south, enhance our understanding of the special character of the Conservation Area, contributing to its maritime and naval history. The high ground of the Redoubt also affords wide reaching views of the Conservation Area.



Figure 45 View from the Harwich Redoubt



Figure 46 View of Harwich from the Sea

PLACE SERVICES

4. Opportunities for Enhancement

4.1 Heritage at Risk

There are a number of other historic buildings which are considered to be at risk from further deterioration, due to their current condition or lack of use. These are:

- Number 8 Church Street (Grade II listed)
- Former Infants' School of 1875, now the Church Hall
- Small brick railway shed within the station forecourt
- Church Street Post Office

The poor condition and lack of use of these buildings is having a detrimental impact on the appearance of the Conservation Area and the state of the buildings means that they are increasingly vulnerable to further deterioration. The loss of the derelict buildings within the Conservation Area would result in harm to its significance.

Historically, and more recently in 2022, fires have caused damage to historic buildings within the Conservation Area. It is important that gaps and fire breaks are preserved, and where buildings are damaged or destroyed by fire, remedial works are approached sympathetically to ensure the preservation and enhancement of the Conservation Area.

4.2 Shop Frontages

Harwich contains a number of historic shop frontages which make a positive contribution to the area, predominantly located within the Historic Core Character Area. While many have retained their historic character, some are in need of small maintenance repairs, and of those some are vacant and are therefore at risk of deterioration or loss of the architectural details which give them their character.

4.3 Vacant Premises

There are some vacant properties within the Conservation Area. Finding a new use for these buildings and ensuring their future maintenance is an opportunity to enhance the Area. These include:

- Former Infants' School of 1875, now the Church Hall
- Small brick station shed within the station forecourt
- Church Street Post Office
- 21 Market Street
- Most north easterly building on West Street

The plot on the corner of Market Street and Kings Head Street also provides an opportunity site for sympathetic development and is currently behind hoarding after the building was recently demolished.

4.4 Access and Integration

The Historic Core, Quay and Eastern Coast Character Areas are all well connected through wayfinding and historic trails; these routes should continue to be maintained, with additional elements created within the Gateway Character Area, to encourage access and integration throughout the town.

There is scope for enhancements to generate greater connectivity and accessibility between the station and Harwich Old Town. Currently, the station and station forecourt feel detached from the Conservation Area, and there is no cohesive wayfinding or design elements which create a sense of place within the forecourt. There is a lack of signposted pedestrian routes between the station and character areas within the Conservation Area and there is an opportunity to promote the key features within the Historic Old Town.





Figure 47 Hoarding on Market Street plot

4.5 Inappropriate Modern Development

There are areas of post-war infill which adversely impact the historic character of Harwich. Some are unsympathetic to their surroundings and do not pick up on traditional detailing and forms, fenestration, palettes of materials or design. This has a particularly negative impact on the Georgian character of the historic core, where the continuous and well-proportioned facades are interrupted by buildings with large massing and uncharacteristic material palettes. Examples of inappropriate modern development include:

 Numbers 58 – 61 Church Street is a three storey post-war development of shops and flats, which makes a negative contribution to the area and is prominent within the street scape. It is unsympathetic in terms of its mass, fenestration, and building materials.

- Numbers 24 and 23 Church Street are unsympathetic in their grain and materials, with dark tile hanging and white plastic cladding to the projecting bays which are prominent in views along Church Street.
- Numbers 46 48 Church Street are a two storey post-war block, uncharacteristic of the area due to their grain, building material and fenestration design.
- Number 70 West Street is a two storey, post-war semi-detached pair of dwellings, uncharacteristic of the area due to their distinct lack of detailing and their fenestration design.
- Esplanade Court is a prominent development to the south of Kings Quay Street, which overlooks an area of planting and Harwich Green. It is uncharacteristic in its massing, form and roofscape. Its large modular design is incongruous adjacent to the nineteenth century Grade II* listed High House and it is prominent in views north from the green.

4.6 Neutral Contributors

There are a number of buildings and plots which make a neutral contribution to the character and appearance of the conservation area. The dilution of positive buildings amongst those which are neutral leads to an underwhelming and indistinctive overall character. Notable areas which make a neutral contribution are:

- The garages opposite the Electric Cinema and Willington Inn.
- Areas of car parking on the Quay, West Street, George Street, Wellington Road, Kings Head Street, Eastgate Street and Outpart Eastward.
- Post-war development on the Quay, George Street, West Street, Main Road, St Helen's Green, Angelgate and Church Street.
- Some historic buildings which are currently in a poor condition fall into this category but still contribute to the area's character and appearance, and their contribution should not be underestimated. These buildings include: Number 8 Church Street (Grade II listed), and the former Infants' School of 1875, now the Church Hall.



4.7 Public Realm

There is a great deal of public realm within Harwich Conservation Area, the majority of which is well maintained and makes a positive contribution to the Area. However, there is an inconsistent approach to the style and repair of street furniture with a varied mix of styles, ages, and upkeep. The Conservation Area contains some street furniture of high significance, including those features which are Grade II listed including the railings to the churchyard of St Nicholas, brick piers and arch, bollards on the North East and South East corner of the Church Of St Nicholas, Gate Piers on the South East corner of the Church Of St Nicholas, and a Bollard on Church Street.

Street Furniture

Signage across the Conservation Area is typically of a traditional appearance in cast iron along with modern maps and information boards. There is no Conservation Area wide coherent approach to public realm features such as benches, however each Character Area is fairly distinctive in its public benches. There is scope to introduce consistency in quality across the whole area, which may enhance the sense of place. A good example of this is along the Quay. Bollards can be found throughout the Conservation Area; there is scope to assess whether further traffic measures, such as bollards, can be used to protect buildings along narrow streets.

Hard Landscaping

The hard landscaping across the Conservation Area is typically of high quality, with designed elements such as scoria brick pavers and neat brick and concrete pavers throughout. There is scope for enhancement by ensuring the same high-quality approach is reflected throughout the Conservation Area, as there are currently some streets which are better maintained than others. Notably, the station forecourt is an untidy mix of different surfaces and lacks cohesion.

Open Spaces

There are a number of open spaces across the Conservation Area, as highlighted in Section 3.5. These currently make a positive contribution to the Conservation Area and should continue to be maintained.

Trees and Planting

Trees and planting are used effectively throughout the Conservation Area and should continue to be maintained, ensuring plans for replanting where any trees are nearing maturity.

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Management Proposals 5.

As outlined in the previous chapter, there are a wide range of issues facing the Harwich Conservation Area, many of which share common themes. This Chapter seeks to recommend management proposals which address these issues in both the short and long term.

Positive Management: Short Term 5.1

The first set of proposals relate to Positive Management and focus on good practice and improved ways of working within the local planning authority. These are generally low cost and can be implemented within a short time-frame, typically within one or two years.

Local Heritage List

Tendring District would benefit from adopting and maintaining a comprehensive Local List in order to preserve its historic environment from further deterioration. A Local List identifies buildings and structures of local architectural and/or historic interest, and these are considered to be 'non-designated heritage assets' under the provisions of the NPPF.

There are a number of buildings and features within Harwich which make a positive contribution to the special interest of the area, which indicates that a Local List may be beneficial to ensure the upkeep of buildings which are significant to Harwich's history and character. The exercise would also facilitate a greater understanding of the area and could be utilised as a public engagement strategy to improve awareness and understanding.

There are a number of buildings within the Conservation Area which are of sufficient quality to be considered for local list status, as highlighted in Section 2.6.

Shop Frontages

There are a high number of historic shopfronts within the Historic Core of the Conservation Area. There is potential to raise awareness of the importance of these shopfronts and the contribution they make to the special interest of Harwich Conservation Area through the production of information leaflets or web pages which provide guidance for shop owners on upkeep and maintenance of historic frontages. Article 4 Directions could also be used to prevent loss of historic fabric to shop frontages.

Enforcement

Where the necessary permission has not been sought for alterations, such as advertising signage and building alterations which are not contained within the General Permitted Development Order, the Local Planning Authority's powers of enforcement should be considered. This could assist in reinstating any lost character or architectural features whose loss may have a negative cumulative effect on the conservation area, as well as avoiding a precedence being set for similar, uncharacteristic works.

Twentieth Century Premises

There are a number of twentieth century developments which make a neutral or negative impact on the character of the Conservation Area. There is scope to enhance these sites and buildings through a considered design approach across Harwich's Conservation Area which can guide future improvements. Should opportunities for redevelopment arise in the future, high guality design should be pursued and encouraged through design guidance.

General Maintenance: Public Realm and Highways

Through the agreement of a standard good practice within the conservation area between relevant Local Authority teams and other landowners, long term goals can be set to promote good design within the public realm, such as avoiding excessive road markings or signage and agreeing a standard street furniture within character areas to ensure consistency over time as elements are introduced or replaced. This will have a long-term positive impact on the Conservation Area and ensure high quality approach to public realm and the retention of the characteristic features of Harwich such as the signage, street furniture, scoria brick detailing and brick pavers. Information boards throughout Harwich Conservation Area make a positive contribution to our understanding of its history and heritage assets; many of these, however, would benefit from regular maintenance to ensure their upkeep.

Heritage Statements

In accordance with the NPPF (Para.194), applicants must describe the significance of any heritage assets affected, including any contribution made by their setting. The level of detail should be proportionate to the assets' importance and no more than is sufficient to understand the potential impact of the proposal on their significance.

All applications within the Conservation Area and immediate setting require an appropriately detailed Heritage Statement. Any application without a Heritage Statement should not be validated.

The key views analysed within this document are in no way exhaustive. The impact of any addition, alteration or removal of buildings, structures, trees or highways on key views should be considered to aid decision making. This includes development outside the conservation area. Where appropriate, views must be considered within Design and Access or Heritage Statements. This should be in accordance with Historic England's Good Practice Advice in Planning Note 3: *The Setting of Heritage Assets* (2017). Applications which fail to have assessed any impact upon views and setting should not be validated.

Tree Management

In line with Tendring District Council's policy, all trees in Conservation Areas which have a trunk diameter of more than 75mm, at a height of 1.5m from the ground, may not be felled or lopped unless six weeks written notice has been given to the Council.

It is also considered that any prominent trees, street trees, and trees with amenity value on private land throughout the Conservation Area should be monitored and maintained appropriately. This will ensure the symmetry along tree lined streets and visual rhythm, as well as maintain the green character of the area. Any tree that makes a positive contribution to the area should be retained, maintained and, if felled (only if dead, dying or dangerous) replaced with an appropriate new tree.

New Development

There are opportunities within Harwich and its setting for new development which makes a positive contribution to the Conservation Area. To date there has been a lack of high-quality modern architecture which respects the local character. To be successful, any future development needs to be mindful of the local character of the Conservation Area, while at the same time addressing contemporary issues such as sustainability.

Successful new development will:

- Relate to the geography and history of the place and the lie of the land;
- Sit happily in the pattern of existing development and routes through and around it (including public footpaths);
- Respect important views;
- Respect the scale of neighbouring buildings;
- Use materials and building methods which are as high in quality as those used in existing buildings; and
- Create new views and juxtapositions which add to the variety and texture of their setting.



Tendring District Council should guide development in a positive manner by:

- Engaging with developers at an early stage through the Pre-Application Process to ensure modern development is high quality in design, detail and materials.
- Ensuring medium-large scale development schemes are referred to a CABE Design Review (or similar) to ensure that new buildings, additions and alterations are designed to be in sympathy with the established character of the area. The choice of materials and the detailed design of building features are important in making sure it's appropriate to a conservation area.
- Seeking opportunities for developers to make a positive contribution to the wider historic environment through Section 106 Agreements.

Neutral Elements

The dilution of positive buildings amongst those which are neutral leads to an underwhelming and indistinctive overall character. Neutral elements within Harwich are discussed in section 4.6.

The quality of design within the area must not be 'averaged down' by the neutral and negative elements of the built environment and, wherever possible, neutral buildings should be enhanced through the reinstatement of lost architectural details or alterations which better respect their context.

Public Facing Resources: Improved Understanding and Awareness

The preservation and enhancement of private properties can be improved through the publishing of resources aimed to inform property owners and members of the public. An introductory summary of the Conservation Area Appraisal in the form of a leaflet or factsheet(s) is a simple way to communicate the significance of the area and ensure members of the public are aware of the implications of owning a property within a conservation area. In addition, a maintenance guide would assist property owners in caring for their property in an appropriate manner. A single Good Practice Design Guide on standard alterations such as signage, shop-fronts, windows, doors, rainwater goods, boundaries and roof extensions will ensure inappropriate development does not continue to be the accepted norm. Tendring District Council have produced similar pamphlets in the past, so updating these would be beneficial.

Poor maintenance leads to the deterioration of the fabric of the built environment and results in a loss of architectural details. Improved awareness of simple maintenance and repair would be conducive with the preservation of Harwich's built heritage.

At present there is a range of interpretation (information boards, signage, webpages) within the Conservation Area relating to the historic settlement and aimed at improving understanding and awareness. These must continue to be maintained and updated where appropriate to ensure awareness and establish the identity of Harwich as a place of architectural and historic significance.



5.2 Positive Management: Longer Term

The second set of proposals are also focused around positive management but either take longer to implement or are better suited to a longer time frame.

Character Appraisal and Management Plan and Boundary

The Conservation Area boundary has been revised within this appraisal in accordance with the NPPF (2021) and Historic England Advice Note 1: Conservation Area Appraisal, Designation and Management (2019). The boundary now excludes areas of sea which form the setting of the Conservation Area and contribute to an appreciation and understanding of its significance, and include areas of historic significance, which improve our understanding of the original purpose and growth of the settlement.

The Conservation Area Appraisal and Management Plan should be reviewed every five years to monitor change and inform management proposals. The boundary should be assessed as part of this review to ensure it is robust and adequately protects the significance of the area.

Interpretation

There is a strong sense of place within Harwich, currently celebrated through heritage interpretation and public art throughout the Conservation Area. At the time of assessment (2019) the Mayflower anniversary and interpretation is considered to be particularly significant to Harwich's Conservation Area, with a variety of events, installations, research, the development of heritage centre, and the opening of Christopher Jones' home on Kings Head Street, creating a large scale programme of interpretation. The continued support and advertisement of interpretation and events, such as those relating to the Mayflower, and the continued maintenance and upkeep of existing interpretative schemes, is considered to be beneficial to the longterm interpretation and understanding of Harwich.

Opportunity Sites

As discussed above in Section 4, there are a variety of opportunity sites across the Conservation Area. Key areas which provide opportunity for enhancements schemes are considered to be:

The Station forecourt

Improved surfacing, pedestrian access, wayfinding, and signage to the rear of properties on George Street and Station Road, for example, would enhance the character of this gateway area. The modern bus depot and vacant railway shed could also be enhanced and utilised within the forecourt to enhance the area.

Vacant sites

Section 4.3 provides details of the vacant sites within the Conservation Area, which provide an opportunity for enhancement through small scale maintenance and improvements to wider scale high quality development.

Inappropriate Modern Development

There are a number of twentieth century developments which make a negative or neutral contribution to the Conservation Area, discussed in section 4.5. These developments provide opportunity for future improvements to be made, for example through resurfacing façade treatments or through potential redevelopment in the future.

• Fire damage

Historic and recent fires within Harwich have left buildings damanged and destroyed; these should be preserved or enhanced.







Shop Frontages

There is scope for improved maintenance to shop frontages to enhance the character and appearance of the historic streetscape. In addition to tightening controls, information leaflets and guidance as well as small grant funding schemes would provide an incentive to encourage private property owners to carry out works to enhance their property and thereby the wider Conservation Area.

Vacant shop units can be enhanced creatively at a low cost and should be considered a 'blank canvas' for improvement. This could include public art or information on the area.

The Council should consider utilising existing powers to intervene where any unit has been vacant for over three months so that it does not detract from the areas character and appearance.

Access and Integration

Enhancements should be considered to create a stronger relationship between the station and Harwich Old Town. Currently, the station and its forecourt feel detached from the wider Conservation Area, and there is no cohesive wayfinding or design elements which create a sense of place within the forecourt. For example, signposted pedestrian routes between the station and character areas within the Conservation Area, or interpretation schemes which promote key features within the Conservation Area could improve connectivity and access.

Collaboration

There are a number of interest groups within Harwich, Tendring and Essex who are currently contributing to our understanding of Harwich's history. Collaboration between these groups and Tendring District Council is considered to be beneficial in understanding and promoting the historic and communal value of features within the Conservation Area.

Flooding

Flooding is one of the most significant risks to historic buildings from climate change, and Harwich is particularly at risk due to its location. Any flood defences will need to be carefully considered, and be in line with Historic England's Guidance *Flooding and Historic Buildings* (2015). Historic buildings will require more careful attention after flooding, as they are often built with more permeable materials which will absorb water and need to be able to dry slowly. Any repair works as a result of flooding would need to consider how the individual building is constructed and the materials used.



5.3 Funding Opportunities

There are three main funding opportunities which would assist in the execution of these plans:

National Lottery Heritage Fund

The National Lottery Heritage Fund is the single largest dedicated funder of heritage in the UK and therefore is the most obvious potential source of funding. Funding is often targeted at schemes which preserve, enhance and better reveal the special interest of the area whilst also improving public awareness and understanding. Grant opportunities and requirements change overtime, for up-to-date information on NLHF schemes Tendring Council should consult their appointed Heritage Specialist.

Partnership Schemes in Conservation Areas (Historic England)

Partnership Schemes in Conservation Areas is a programme run by Historic England to target funding for the preservation and enhancement of conservation areas. As the name suggests, the scheme forms partnerships with local authorities (along with any additional funding partners) to facilitate the regeneration of an area through the conservation of its built heritage. The scheme makes funds available to individuals to enable them to carry out repairs or improvement works to their property to enhance the area. This would be suitable to preserve and enhance either the shop frontages or the architectural detailing.

Section 106 Agreements

Planning obligations, also known as Section 106 agreements, can be used by the local authority to ensure any future development has a positive impact upon Harwich. These agreements could be used to fund public realm or site-specific improvements.



6. Appendices

6.1 Bibliography

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<u>Webpages</u>

'Harwich', in *An Inventory of the Historical Monuments in Essex, Volume 3, North East (London, 1922), pp. 134-136. British History Online http://www.harwichanddovercourt.co.uk/*

https://www.mayflower400uk.org/visit/harwich-essex/

Archives

Essex Record Office (ERO)

Historic Environment Record (Essex County Council)



6.2 Legislation, Policy and Guidance

LEGISLATION/POLICY/ GUIDANCE	DOCUMENT	SECTION/POLICY
Primary Legislation	Planning (Listed Buildings and Conservation Areas) Act 1990	66: General duty as respects listed buildings in exercise of planning functions.72: General duty as respects conservation areas in exercise of planning functions.
National Planning Policy	National Planning Policy Framework (2021) DLUGH	Section 16; Annex 2
National Guidance	National Planning Practice Guidance (2014) DLUGH	ID: 18a
National Guidance	Historic England (2017) Historic Environment Good Practice Advice in Planning Note 3 (Second Edition): The Setting of Heritage Assets	
National Guidance	English Heritage (2019) Conservation Principles, Policies and Guidance.	
National Guidance	Historic England Good Practice Advice in Planning Note 1 (2015) The Historic Environment in Local Plans	
National Guidance	Historic England Good Practice Planning Note 2 (2015) Managing the Significance in Decision-Taking in the Historic Environment	
National Guidance	Historic England Good Practice Advice in Planning Note 3 (2017) The Setting of Heritage Assets	
National Guidance	Historic England (2017) Traditional Windows	
Local Policy	Tendring District Local Plan 2013 - 2033 and Beyond (2022)	Section 2



6.3 Glossary (National Planning Policy Framework)

Term	Description
Archaeological interest	There will be archaeological interest in a heritage asset if it holds, or potentially may hold, evidence of past human activity worthy of expert investigation at some point. Heritage assets with archaeological interest are the primary source of evidence about the substance and evolution of places, and of the people and cultures that made them.
Conservation (for heritage policy)	The process of maintaining and managing change to a heritage asset in a way that sustains and, where appropriate, enhances its significance.
Designated heritage asset	A World Heritage Site, Scheduled Monument, Listed Building, Protected Wreck Site, Registered Park and Garden, Registered Battlefield or Conservation Area designated under the relevant legislation.
Heritage asset	A building, monument, site, place, area or landscape identified as having a degree of significance meriting consideration in planning decisions, because of its heritage interest. Heritage asset includes designated heritage assets and assets identified by the local planning authority (including local listing).
Historic environment	All aspects of the environment resulting from the interaction between people and places through time, including all surviving physical remains of past human activity, whether visible, buried or submerged, and landscaped and planted or managed flora.
Historic environment record	Information services that seek to provide access to comprehensive and dynamic resources relating to the historic environment of a defined geographic area for public benefit and use.
Setting of a heritage asset	The surroundings in which a heritage asset is experienced. Its extent is not fixed and may change as the asset and its surroundings evolve. Elements of a setting may make a positive or negative contribution to the significance of an asset, may affect the ability to appreciate that significance or may be neutral.
Significance (for heritage policy)	The value of a heritage asset to this and future generations because of its heritage interest. That interest may be archaeological, architectural, artistic or historic. Significance derives not only from a heritage asset's physica presence, but also from its setting.

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Thorpe-Le-Soken Conservation Area Character Appraisal and Management Plan



Client: Tendring District Council Date: November 2023





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1. Introduction

1.1 Summary

As defined by the 'Planning (Listed Building and Conservation Areas) Act 1990, a Conservation Area is an area of special architectural or historic interest, the character or appearance of which it is desirable to preserve or enhance. Conservation area designation introduces a general control over developments affecting unlisted buildings and provides a basis for planning policies with an objective to conserve all aspects of character or appearance that define an area's special interest.

Thorpe-le-Soken Conservation Area was first designated by Tendring District Council in October 1969 and extended in November 1988. The special quality of Thorpe-Le-Soken Conservation Area derives from its wealth of historic buildings lining the High Street, which was fully established by the medieval period. Beyond the High Street, the village developed in connection with the medieval core and are included due to the intrinsic interest of their buildings. The Area contains a wealth of mature trees which contribute to the character and appearance of the Conservation Area.

Tendring District Council appointed Place Services to prepare a Conservation Area Appraisal. The document is provided as baseline information for applicants to consider when designing or planning new development within the Conservation Area or its setting.

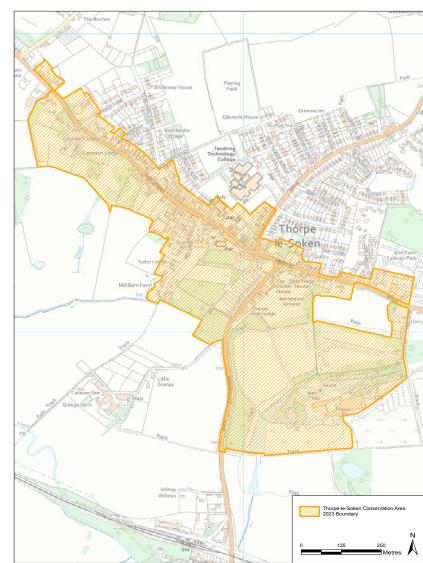


Figure 1 Conservation Area within its wider context





1.2 Conserving Tendring's Heritage

This report provides an assessment of the historic development and character of Thorpe-le-Soken and outlines its special interest. The appraisal will also consider the significance of heritage assets and the contribution that these, along with their setting, make to the character of the area. The understanding of significance will be used to assess the susceptibility of the Character Areas to change, highlighting key assets of importance.

This assessment will consider how different Character Areas within Thorpe-le-Soken came to be developed, their building styles, forms, materials, scale, density, roads, footpaths, alleys, streetscapes, open spaces, views, landscape, landmarks, and topography. These qualities can be used to assess the key characteristics of each area, highlighting potential impact future developments may have upon the significance of heritage assets and the character of Thorpe-le-Soken. This assessment is based on information derived from documentary research and analysis of the individual character areas.

The National Planning Policy Framework (NPPF) highlights good design as one of twelve core principals of sustainable development. Sustainable development relies on sympathetic design, achieved through an understanding of context, the immediate and larger character of the area in which new development is sited.

This assessment follows best practice guidance, including Historic England's revised Historic England Advice Note 1 for *Conservation Area Appraisal, Designation and Management* (2019) and *The Setting of Heritage Assets* (2017).



Figure 2 Church of St Michael



1.3 Purpose of Appraisal

This document should be used as a baseline to inform future change and design with regard to the sensitivities of the Historic Environment and its unique character. It is expected that applications for planning permission will also consult and follow the best practice guidance outlined in the bibliography.

Applications that demonstrate a genuine understanding of the character of a Conservation Area are more likely to produce good design and good outcomes for agents and their clients. This Appraisal will strengthen understanding of Thorpe-le-Soken and its development, informing future design.

1.4 Planning Policy Context

The legislative framework for conservation and enhancement of Conservation Areas and Listed Buildings is set out in the Planning (Listed Buildings and Conservation Areas) Act 1990 (HMSO 1990). In particular section 69 of this act requires Local Planning Authorities to designate areas which they consider to be of architectural and historic interest as Conservation Areas, and section 72 requires that special attention should be paid to ensuring that the character and appearance of these areas is preserved or enhanced. Section 71 also requires the Local Planning Authority to formulate and publish proposal for the preservation and enhancement of these areas. National planning policy in relation to the conservation and enhancement of heritage assets is outlined in chapter 16 of the Government's National Planning Policy Framework (2021).

The Thorpe-le-Soken Conservation Area is located within Tendring District. Local planning policy is set out in the Tendring District Local Plan 2013 - 2033 and Beyond (2022). Policies which are relevant to heritage assets include:

Policy SPL 3 - Sustainable Design Policy PP 8 - Tourism Policy PPL 3 - The Rural Landscape Policy PPL 7 - Archaeology Policy PPL 8 - Conservation Areas Policy PPL 9 - Listed Buildings Policy PPL 10 - Renewable energy generation and energy efficiency

1.5 Public Consultation

Tendring District Council held a six week public consultation on the draft Thorpe-le-Soken Conservation Area Appraisal and Management Plan running from Monday 4th July to Monday 15th August 2022. An exhibition event was also held in the WI Hall, High Street, on the 14th July from 3-7pm.

Comments received during this period have been reviewed and encorporated into the final draft of this document, including boundary changes outlined in Section 2.4 below.

2. Thorpe-Le-Soken Conservation Area

2.1 Context and General Character

Thorpe-le-Soken is situated in Tendring district in the north east of Essex. Two principle thoroughfares determine the layout of Thorpe-le-Soken; B1414 that runs north from Clacton-on-Sea to Harwich and the B1033 that runs parallel from Frinton-on-Sea to Weeley. The Conservation Area comprises of the historic High Street and includes the historic Park and Garden of Thorpe Hall.

The roads entering the Conservation Area are lined with mature trees and grass verges, particularly from the north-west, which provide a fluid transition from the rural surroundings into the Conservation Area. Thorpe-le-Soken is largely residential with a historic village core concentrated along the High Street, this contains a fine stock of historic buildings of different periods. Two Character Areas have been identified; the village core which has a tight grain of historic buildings of a modest scale, generally no more than two storeys in height, and Thorpe Hall which encompasses the Thorpe Hall Registered Park and Garden as well as the surrounding fields and historic access route of Hall Lane. Each Character Area will be addressed in detail in section 3.3. There are 22 listed buildings in the Conservation Area with many more making a positive contribution to the character and appearance.

Thorpe-le-Soken has maintained much of its historical character through the retention of traditional building materials, including red brick, render and plain tile roofs. As well as the prevalent wealth of historic architectural detailing, including bay windows, prominent door architraves, quoins and other brick detailing. Gaps in the building line provide sky gaps and views out to the surrounding countryside also contribute to the character of the area.

Whilst this appraisal focuses upon the area defined within the Conservation Area boundary it is important that consideration is given to those aspects of the wider environs and setting which contribute to its significance.

2.2 Location, Geology and Topography

The bedrock at Thorpe-le-Soken is clay, silt and sand of the Thames riverine deposit group. This sedimentary bedrock was formed approximately 34 to 56 million years ago in the Palaeogene Period. The sediments are marine in origin and comprise coarse to fine-grained slurries and debris that would have flowed from a river estuary into a deep-sea environment, forming graded beds.

Thorpe-le-Soken stands on a ridge of high ground running from north west to south east, between the sea at Hamford Water and the Holland Brook. The B1414 crosses the High Street at a staggered cross road. The crossroad is located at the centre of the Conservation Area from which the historic village core fans out to include the High Street to the west, Landermere Road to the North, Station Road to the South and extends southeast to include Thorpe Hall Park and Garden. There are some glimpsed views of the wider landscape between buildings and mature trees and planting. The location of the village within a rural landscape can be readily understood and this is an important aspect of the Conservation Area's setting.

Both Thorpe and Kirby-le-Soken to the east have expanded considerably in size. The early twentieth century garden at Thorpe Hall is a Registered Park and Garden and is included within the Conservation Area boundary. The Thorpe-le-Soken Conservation Area is situated within the Parish of Thorpe-Le-Soken, which according to the 2011 census, had an estimated population of 2034.







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2.3 Historical Overview

Thorpe-le-Soken has its roots in the medieval period though archaeological evidence for prehistoric occupation has been identified in and around the Conservation Area.

Prehistory: Palaeolithic to Iron Age

Thorpe-le-Soken's location on high ground and not far from the Essex coast provided an ideal place for occupation with easy access to the intertidal zone for early settlers. Palaeolithic flint tools have been recovered from the area of Thorpe le Soken though none can be accurately recorded as being located within the Conservation Area boundary. In terms of later prehistoric occupation, aerial photographic evidence records a double ring ditch within the grounds of Thorpe Hall within the Conservation Area and later occupation is also evident in the surrounding area outside the boundary.

Roman

There is evidence of Roman activity immediately adjacent to the Conservation Area at Thorpe Hall where excavation identified ditches, gullies and pits associated with settlement, possibly a nearby farmstead.

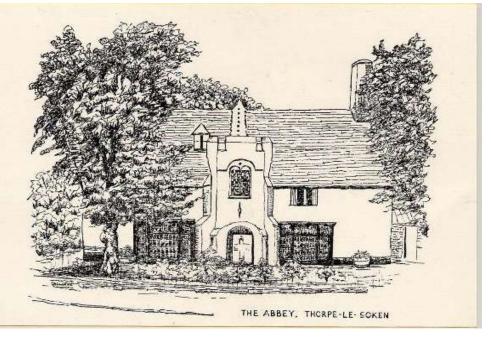


Figure 3 The Abbey dating to the sixteenth century (ECC Archives I/Mb 354/2/1)



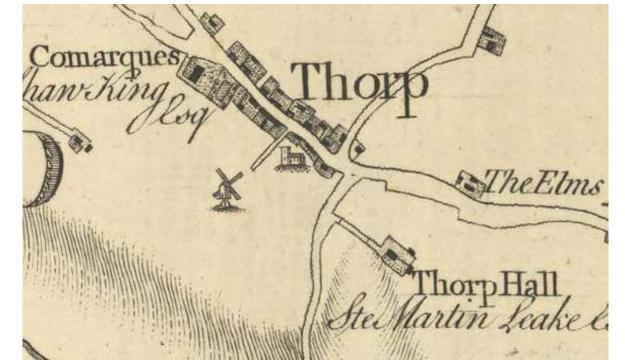


Figure 4 Chapman & Andre map 1777

Saxon and Medieval

In the late Saxon period, Thorpe-le-Soken formed part of 'The Sokens' which was later split into Kirby and Thorpe-le-Soken, and Walton-on-the-Naze. The suffix 'le-Soken' has Danish origins, which indicates a Viking presence in the area. The Domesday Book (1086) records 'The Sokens' as Aelduluesnasa which was owned by the Canon of St Paul's Cathedral before and after 1066. Thorpe-le-Soken did not become a separate manor until 1222. Fragments of Anglo-Saxon pottery have been recovered from the grounds of the earlier manor house. The manor house survived until the early nineteenth century when the majority of it was demolished and alterated by J. M. Leake in 1822.

In the medieval period the area to the south along the Holland Brook lay within the Gunfleet Estuary. The tidal estuary extended inland from Frinton and Clacton possibly as far as Weeley and small boats may have been able to venture as far upstream as Thorpe-le-Soken.

The medieval village, which was centred along the High Street, is evident today in the core of the existing village containing the Parish Church of St Michael, the guildhall and several timber framed properties, all of which are listed. The church, built in the sixteenth century, was later rebuilt in the nineteenth century. The guildhall, dating to the fifteenth century, now survives as the Bell Hotel and provides evidence of the settlement as a centre of commerce during the medieval period. The Abbey is an example of a high-status house, built in the mid-sixteenth century with an ornate frontage comprising a two-storey porch to the centre front with diagonal buttresses and a crenellation parapet and original chimney. The surrounding area retained its historic dispersed settlement pattern; small clusters of houses at Kirby and Thorpe Green and a wider landscape of isolated manors and farms.



Post Medieval

The settlement of Thorpe-le-Soken continued to grow gradually as a linear settlement during the post-medieval period, extending from the High Street along both Landermere Road and Clacton Road. Some high-status properties indicate a degree of continued wealth and prosperity of the settlement, including Comarques and the vicarage, both at the eastern end of the village, which date from the eighteenth and nineteenth centuries.

The arrival of the railway station in 1867 at Thorpe Maltings resulted in the further expansion of the settlement and though the station was located over half a mile away to the south of the village, the railway widened the connectivity and economic possibilities of the villagers. Coinciding with the new railway connection, new places of worship were built in the early nineteenth century, including the Baptist and Methodist chapels, as well as a Police Station and Magistrates Court on the edge of the settlement, while restoration of the medieval churches of Thorpe, along with its neighbours Kirby and Great Holland occurred at this time. A mill complex is evident on the 1875 map at the southern end of Mill Lane.

By the 1830s Thorpe Hall had been rebuilt by Mark Graystone Thompson, for John Martin Leake, as a small Georgian-style villa and included a stable yard, a gardener's cottage, a small barn, and a walled kitchen garden. It was sold in 1913 to Julian Byng, later Baron Byng, whose wife laid out new gardens and landscaping surrounding the Hall.



Figure 5 Photograph of Thorpe Hall, Thorpe-le-Soken (ERO IMb 354-1-4)





Figure 6 OS Map 25 Inch 1892-1913

Modern

Development within Thorpe-le-Soken increased into the early twentieth century, especially to the north and southeast along Landermere Road. A number of cottages were built within the Conservation Area after World War One and this was followed by the introduction of 'plotland style' development to the north of the Conservation Area. Plotland development occurred in Essex in the early twentieth century, this included the selling of small rural plots of land. Buyers were then allowed to build cottages, holiday bungalows or run the plot as a smallholding. The plotlands at Thorpe-le-Soken that were constructed during the inter-War years still remain but have been infilled with modern housing. During the First World War Major-General Byng, the owner of Thorpe Hall, was in command of the British Forces in Egypt. His wife Evelyn placed Thorpe Hall at the disposal of the British Red Cross, and it operated as an Auxiliary Hospital. A War Office List dated 1915 described the Auxiliary Hospital at Thorpe Hall with the "The Hon. Lady Byng, as Commandant" and stated the number of occupied beds being quoted as being between thirty-three and forty.¹

A "New Town" expansion projected was also proposed in the early twentieth century but it was never completed. A grid of streets was proposed to the north east of the High Street, to be accessed by the road still know as New Town Road. In the event, only part of the New Town layout was realised, with parallel roads off Landermere Road (the B1414 to Harwich). Later and more piecemeal development was carried out on the south east side of Landermere Road and on the northern side of Frinton Road.

¹ Great War British Home Hospitals https://greatwarhomehospitals.wordpress.com/home/thorpe-le-soken-thorpe-le-soken-auxiliary-hospital/ Accessed 28/02/2020





Figure 7 Photograph of Mitchell's Cash Stores, Thorpe-le-Soken now 'Tesco' (ERO I/Mb 354/1/3)

Wartime defensive structures were built within Thorpe-le-Soken including defensive road barriers, though these have since been demolished. An ammunition shelter west of the church is still extant. During the Second World War Thorpe Hall was occupied by the Ministry of Defence, again as a hospital. It was later sold in 1988. The hall built for John Martin Leake was demolished and replaced by a modern spa building which was completed in 2010.



Figure 8 Thorpe Hall in the early to mid-twentieth century (Home Hospitals, courtesy of Heather Anne Johnson)

Parts of the existing garden at the Hall have been incorporated into the new landscape design of the existing Lifehouse Spa Hotel, which now occupies the site. The Hall's ornamental lakes also survive and are depicted on the Tithe map of 1842 and are probably earlier. The gardens of the former Hall are protected as a Grade II Registered Park and Garden (List UID: 1000521).



2.4 Revisions to the Boundary

Thorpe-le-Soken Conservation Area was first outlined in 1969. It was later extended in 1988 and has remained unchanged since. As part of this review, the Conservation Area boundary has been revised to reflect changing methodologies of good practice and provide a clearer strategy which acknowledges the practicalities of Thorpe-le-Soken's unique built environment and its special interest.

Boundary Extensions

This assessment has extended the boundary to the north west to include the dwelling of Culver House and the Coach House and adjacent property boundary. These nineteenth century buildings are located on the periphery of the historic settlement, on the point of transition from the village to the countryside. Both buildings have an aesthetic value that would be a beneficial contribution to the character of the Conservation Area and the brick-built boundary wall fronting the Colchester Road also contributes to the character of the area. Culver House retains its original sash windows and door surround, while the Coach House, though modified, has a decorative barge board and a timber louvered lantern on its slate roof.

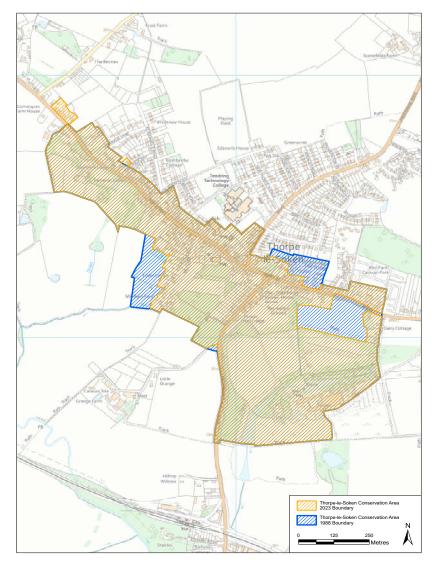


Figure 9 Map showing Boundary Changes made to the Conservation Area in 2023



The boundary to the north has also been extended a short distance along the west side of The Crescent to include Bloomfield Lodge. This property retains its original architectural features and its inclusion within the boundary would make a positive contribution to the character of the Conservation Area. The building is early twentieth century in date and probably represents the initial stages of the New Town expansion that was proposed for Thorpe-le-Soken, but never fully realised. The bungalow has an aesthetic quality and a highly crafted joinery to its front porch and windows.

Boundary Reductions

To the south of the High Street and to the west of Mill Lane, the boundary has been consolidated to follow the rear boundaries of the properties along the Hight Street down to the bowling green and to remove the triangular piece of agricultural land, so the boundary follows the existing plot edges. The open green fields from within the Conservation Area boundary have been removed as they make a significant contribution to the setting of Thorpe-le-Soken as an isolated, rural settlement, but lack the special historic interest and character deserving of Conservation Area status.



Figure 10 Culver House



Figure 12 Broomfield Lodge



Figure 11 The Coach House



Figure 13 Open fields to the west of properties on Mill Lane





Figure 14 The Lifehouse Spa car park



Figure 15 Oak Close

The contribution this land makes to the setting of the Conservation Area will not be diminished through its removal from the boundary. The exclusion of this open space would help to consolidate the protection of the nearby areas that have a special historic interest and character, whilst providing a clear area of setting, with an agrarian character.

The views across this open setting are an important factor in allowing the Conservation Area to be experienced and appreciated.

The modification of the boundary also exclude the car park that serves the Lifehouse Spa. The car park does not form part of the Thorpe Hall Registered Park and Garden and it does not make a positive contribution to the historical or architectural merit of the Conservation Area.

Two modern housing developments have also been removed: Oak Close, which dates from the mid-to-late twentieth century, and land to the south of Frinton Road, which was under construction at the time of assessment. The properties are of little historical significance and make a limited contribution to the Conservation Area's special interest.

These alterations to the boundary of the Conservation Area will provide a more definitive and rational boundary. It will create a robust conservation area boundary and improve an understanding of its setting.

2.5 Designated Heritage Assets

Conservation Area Designation History

Thorpe-le-Soken Conservation Area was first designated on 2nd October 1969, principally to protect the wealth of historic buildings lining its sinuous main street. Included in the original boundary were properties with open plots to the south of the High Street and a small area of woodland to the south of Sy Michael's Church. The churchyard, burial ground and woodland covering an area of 4.08 hectares is also designated as a County Wildlife site known as Thorpe Greens and managed by the Parish Council. In 1988 the Conservation Area boundary was extended to include the grounds and surviving buildings at Thorpe Hall. A Conservation Area Appraisal document was written and adopted in March 2006. However, the protection offered by Conservation Area designation and the Grade II Listing of the Registered Park and Garden of Thorpe Hall, did not prevent the demolition of Thorpe Hall in 2010.

There are twenty-two listed buildings and one Registered Park and Garden located in the Thorpe-le-Soken Conservation Area. There are four Grade II* listed buildings and eighteen Grade II listed buildings. There are no Scheduled Monuments in the Conservation Area.

Grade II* listed buildings:

- The Abbey (List entry: 1322618)
- The Bell Hotel (List entry: 1112112)
- Parish Church of St Michael (List entry: 1147716)
- Comarques (List entry: 1112108)



Grade II listed buildings:

- Police Station (List entry: 1380567)
- Thorpe Baptist Church (List entry: 1147653)
- Loblollies (List entry: 1112110)
- Nos 1 and 2 Church Cottages, Trinity Byegones and 'The Granary' wholefood store (List entry: 1322622)
- Mill House (List entry: 1112111)
- The Oaks Restaurant and The Old Bakehouse (List entry: 1147697)
- Le Soken Antiques (List entry: 1322621)
- Ashdon And Homeleigh (List entry: 1308410)
- Green Stead (List entry: 1112078)
- Hawthorns (List entry: 1112109)
- The Old Vicarage (List entry: 1322619)
- Mill Barn Farmhouse (List entry: 1322624)
- Elm Farmhouse (List entry: 1147615)
- Tortworth (List entry: 1147822)
- Bowling Green Cottage (List entry: 1112115)
- Ivy Cottage (List entry: 1147779)
- Oakley House (List entry: 1112113)
- The Trossachs (List entry: 1147774)



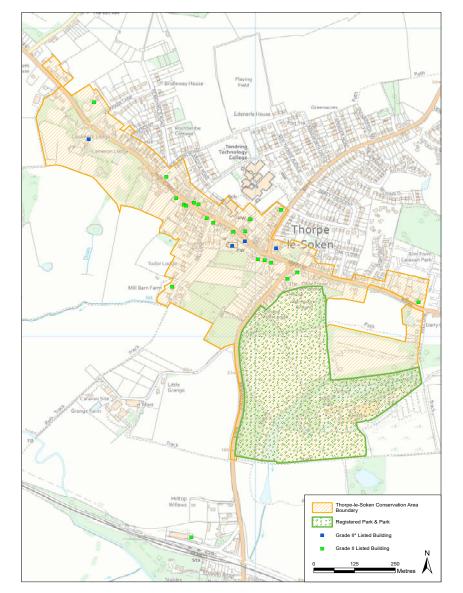


Figure 16 Designated heritage assets map



Thorpe Hall Registered Park and Garden. Grade II (List UID: 1000521).

The manor of Thorpe was in ecclesiastical ownership until the Dissolution of the monasteries (1539), when it was granted by the Crown to Sir Thomas Darcy in 1551. The estate passed through various owners until John Martin Leake rebuilt the Hall as a small Georgian-style villa in 1822. There is a long history of gardens existing on the site of Thorpe Hall. A series of garden compartments are recorded as accompanying the house leased to William Gorsuch in 1802, while the lakes which form the centrepiece are shown in existence on the Tithe map of 1842 and are probably earlier. Although Chapman and Andre's county map of 1777 is at too small a scale to record the lakes, accounts of a fire in 1769 suggest that water from a fishpond within five rods of the mansion made it possible to save the Hall.²

In 1913 Lady Byng, wife of Julian Byng, later first Baron Byng of Vimy, laid out new gardens, elements of which survive today. She received advice from Robert Wallace, a landscape gardener from Colchester. Lord Byng died in 1934 and his wife remained at the Hall until her own death in 1949. During the Second World War the Hall was occupied by the Ministry of Defence.

On her death, Lady Byng left the estate to her companion, who in 1951 sold it to Sir George Nelson for use as a Lady Nelson Convalescent Home for employees of English Electric. It remained as such until 1988, run by the Electrical and Electronics Industries Benevolent Association, when it was sold to the Ryan Group. It was demolished in 2010 by Tangram Leisure.





Figure 17 Views within Thorpe Hall Registered Park and Garden

² Historic England Thorpe Hall. https://historicengland.org.uk/listing/the-list/list-entry/1000521. Accessed 28/02/20



2.6 Contribution by Key Un-Listed Buildings

There is currently no list of buildings and features of local historical and/or architectural interest in Tendring District. The following buildings are considered to make a positive contribution to the area's historical and architectural significance. These should be considered for local listing and are currently considered non-

designated heritage assets with regard to the NPPF.

- Coolmore Lodge, High Street
- Vistan, High Street

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- The Rose and Crown Public House, High Street
- Cottage Pye and Aston, High Street
- Holbys Row, High Street
- The Dutch Gable, High Street
- Orchard Cottages, High Street
- The Limes, High Street
- The Furze, High Street
- Suffolk House, High Street
- Red House, High Street
- Primary School, High Street
- Harry's Bar, High Street
- Langley House, High Street
- Thatch Cottage, Mill Lane

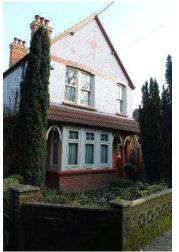




Figure 18 Coolmore Lodge

Figure 19 Vistan



Figure 20 The Rose and Crown Public House



Figure 21 Cottage Pye and Aston





Figure 22 Holbys Row



Figure 23 The Dutch Gable



Figure 24 Orchard Cottages



Figure 25 The Limes



Figure 26 The Furze



Figure 27 Suffolk House







Figure 29 Primary School



Figure 30 Harry's Bar



Figure 31 Langley House

Figure 28 Red House



Figure 32 Thatch Cottage



Figure 33 Remains of Old Mill



- Remains of Old Mill, Mill Lane •
- Kirk View and Donnington Cottage, High Street .
- Rolph House, High Street .
- Three Steps, Landermere Road .
- 23 Landermere Road .
- Ivy House, High Street •
- Charfield, The Square ٠
- Ashtree and No. 1-10, Station Road •
- Field Mouse Cottage, Abbey Street ٠
- 1 and 2 Ivy Cottages, Abbey Street •
- Bell Cottage and Lynton, Abbey Street •
- Page 695 Wild Goose Studio, Abbey Street •



Figure 34 Donnington and Kirk Cottage



Figure 35 Rolph House



Figure 36 Three Steps



Figure 37 Landermere Road





Figure 38 Ivy House



Figure 39 Charfield



Figure 40 Station Road Dwellings



Figure 41 1 and 2 lvy Cottages



Figure 42 Bell Cottage Lynton



Figure 43 Wild Goose Studio



2.7 Heritage at Risk

There are no buildings within the Conservation Area included on Historic England's Heritage at Risk Register. The Heritage at Risk Register includes historic buildings and sites at risk of being lost through neglect, decay or deterioration. It includes all types of designated heritage assets (although only Grade I and Grade II* listed buildings are assessed), including conservation areas, and the aim of the Register is to focus attention on those places in greatest need.

The Heritage at Risk Register includes historic buildings and sites at risk of being lost through neglect, decay or deterioration. There are no individual buildings on the At Risk Register. However, the Thorpe-le-Soken Conservation Area is on the Heritage At Risk Register. HE has identified the overall condition of the area is fair, however, the area is highly vulnerable and with a deteriorating trend. Negative impact can have an adverse effect upon the way the community experience and how they feel about the area. By identifying and redressing the main threats to the Conservation Area it will help protect their historic and architectural character³.

2.8 Archaeological Potential

Within the Conservation Area archaeological activity is recorded from aerial photographic evidence as cropmark features around Thorpe Hall, including a possible prehistoric ritual monument, field boundaries and extraction pits of unknown dates. Abutting the Conservation Area and within the immediate area further cropmark features, including a small group of ring ditches, indicate continuation of agricultural and possible prehistoric activity. Archaeological investigations immediately adjacent and surrounding the Thorpe-le-Soken Conservation Area have demonstrated good survival of archaeological remains from the Roman, early medieval and post-medieval period. At Thorpe Hall the proximity of the excavations to the Conservation Area boundary suggest it is highly likely that further evidence for Roman settlement activity is likely to extend into the Conservation Area. The excavations also revealed some loss of features identified through cropmark evidence probably through agricultural practices such as deep ploughing.

Medieval and later settlement evidence is more likely to be sited along the street frontage, the backyard areas may also contain evidence for ancillary activity, such as wells, cess-pits, yards and middens, as well as small-scale industrial activity. Above ground historic garden features survive within the grounds of Thorpe Hall and are protected as a designated monument, there is potential for further remains associated with the landscaping of Thorpe Hall to survive below ground.

The soils within the Conservation Area are likely to be acidic in places and not beneficial to the survival of bone or organic material, however excavations at Thorpe Hall have demonstrated good survival of pottery, ceramic material and metal.

³ https://historicengland.org.uk/advice/heritage-at-risk/conservation-areas-at-risk/



3. Assessment of Significance

3.1 Summary

The special interest of the Conservation Area is derived from its development as a medieval village with its ribbon development along the High Street still evident today, its high density of quality historic buildings of different periods, and rural village character. Within the Conservation Area, a substantial amount of the village's built heritage has survived and evolved through complex growth and regeneration. Its historic buildings make an important contribution to the character, significance and special interest of the Conservation Area.

3.2 Land Usage

Commercial use of the area is concentrated in the village core along the High Street which is book ended by two pubs; The Bell Inn to the east and the Rose and Crown to the west. Beyond this core the land use is predominantly residential and includes buildings that serve the residents of the Thorpe-le-Soken, such as St. Michael's Church and Rolph Church of England Primary School. To the southwest of the Conservation Area is Thorpe Hall Park and Garden, which is the former site of Thorpe Manor. This site now contains Lifehouse Spa and Hotel and the wider landscape is enjoyed as a garden and pleasure grounds.

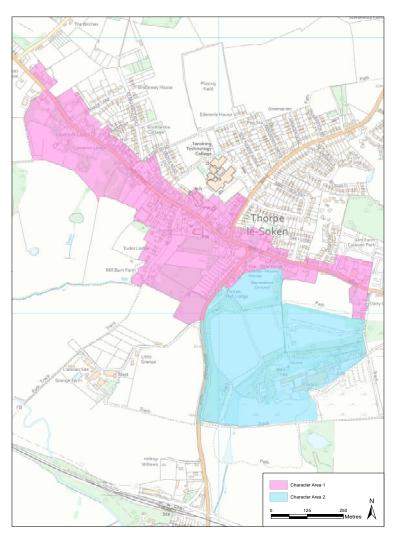


Figure 44 Map showing Character Areas idenified within the Conservation Area



3.3 Character Analysis

The Conservation Area has been divided into two Character Areas. This sub-division acknowledges the differing functions, building stock and scale

1 The Village Core

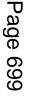
The boundary of this Character Area is parallel to the High Street and along the rear of existing property boundaries from the Grade II listed Old Vicarage and terminating at Elm Farmhouse. It extends to include the two properties on the west side of The Crescent including Mill Lane and Station Road as well as the west side of Landermere Road as far as the police station. This character area contains the wealth of Thorpele-Soken's historic buildings dating from the fifteenth century to twenty-first century, providing an eclectic mix of architectural features that contribute to the character and appearance of the Conservation Area.

Layout

Thorpe-le-Soken High Street runs east to west and is intersected by the B1414 (Station Road to the south and Landermere Road to the north). This road layout is illustrated on the 1777 Chapman and Andre Map of Essex (Figure 5). The building layout is tightly grained between the Rose and Crown pub and the Grade II*



Figure 45 Views of Village Core Character Area with St Michaels Church



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listed Parish Church of St Michael and forms the earliest element of Thorpe-le-Soken. Either side of this core, including Landermere Road and Station Road, are low density residential properties that front the street. Mill Lane, which is sideroad of the High Street to the south, is more rural and verdant in appearance; most properties are detached, set on larger plots with front garden planting and views out to the surrounding open land. The positioning of Grade II listed Elm Farmhouse, on the outskirts of the village, contributes to an understanding of the historic agricultural land use surrounding the Conservation Area. The strong verdant views from Elm Farmhouse into the Conservation Area add to the appreciation of Thorpe-le-Soken's rural context. However, its agrarian setting has been compromised by the infill of modern development.

Building materials

There is variation in the building materials used throughout this character area which reflects the historical development of the village from the fifteenth century to present day. The most commonly used building materials are red brick and red clay roof tiles are most prominent on the tower and porch of Parish Church of St Michael's are mirrored throughout the area. Painted brick is also a commonly seen throughout the area which provides a variety of texture and appearance. There are several rendered houses within the village core such as The Trossachs, The Mill House and Norfolk House which break up the use of red brick and are complimentary to the High Street's appearance. Timber framed buildings are common with many concealled behind later brick facades or render. There are some examples of exposed timber framing. Le Soken Antiques is a sixteenth century timber framed and plastered building with some exposed framing and weather boarding and it also makes a positive contribution to the area.







Figure 46 Building Material Palette











Figure 48 The Limes



Figure 47 The Old Vicrage

There are some striking nineteenth century buildings, some with Dutch gables and fine chimney stacks and pots. A modern extravagant chimney can be found on a new building on New Town Road, where the architect has successfully referenced examples of nineteenth century chimney styles within Thorpe-le-Soken. There are early twentieth century dwellings which are Arts and Crafts in architectural style, with detailed timber joinery and stained-glass windows and these are located towards the north-western end of the Conservation Area. Towards the centre of the Conservation Area fine examples of historic timber joinery can be seen including the bay windows of former shops, elaborate door surrounds and many original and historic sash windows.

The Limes shares a similar material palette to the materials used in The Old Vicarage which is a Grade II listed property in gault and red brick in Flemish bond and roofed with slate. Each are distinctively different in scale and materials to other properties in the Conservation Area. The Limes is not listed; however, it has been identified as building that makes a positive contribution to the area. It's differing use of materials makes it an attractive and interesting focal point of the High Street.

Boundary treatments

Many buildings along the High Street front directly onto the pavement edge but others have small front yards or parking areas. Red brick walls laid in Flemish bond are a common boundary treatment within this area which strengthens local character. Low metal railings painted black and timber picket fences are also common features within the street scene. The uniformity of detailing and materials of front boundary treatments throughout the area contributes to the area's character and significance. There are examples within the Conservation Area where brick wall boundaries have been removed to accommodate a front parking spaceand this has a detrimental impact on the areas character and appearance. The removal of boundary treatments to accommodate parking should be resisted as this removes an attribute of the Conservation Area that contributes to its significance.





Figure 49 Flemish bond brick-built boundaries contribute to the character of the Conservation Area

Area's periphery, though post and panel fences do not make a beneficial contribution to the character

Figure 50 Fences are common in the Conservation Figure 51 Steel railings outside a recent development on the High Street have a detrimental impact on the character of the Conservation Area

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Timber fences and hedges are a common feature in the peripheral areas of the Conservation Area. Some of the fences are more intricate and make a beneficial contribution to the character of the area. Close-boarded panels and concrete post fences are also used and these make a less beneficial contribution. A set of galvanised steel railings has recently been intoduced into the Conservation area, fronting a modern development on the High Street. Their modern, untreated finish is incongruous within the streetscape.

There are good examples of iron work at The Abbey and Comarques; the design, scale and detailing of these boundary treatments indicate the building's status. The fringes of the village core, including Mill Lane, Station Road, Landermere Road, Frinton Road and Hall Lane, have boundary treatments that are indicative of the separation from the denser layout of the High Street to a loser grain, with properties set back from the road, grass verges and increased density of mature trees lining the road. Boundary treatments along The Crescent, Mill Lane and Hall Lane are more reflective of a rural character.

Open space

The Crown pub car park provides an open and unobstructed view to the Grade II listed Baptist Church, this open space is significant as the Baptist Church forms a focal point of the Village Core.There are open green spaces within this Village Core Character Area, mainly located behind the principal building line of the High Street and around Mill Lane. There is an approach towards the Church and High Street through the woodland of Thorpe Greens Country Wildlife site, where the woodland gives way to an open field and the churchyard.

The Conservation Area becomes more open in character along Mill Lane, which runs to the south of the High Street. To the east of Mill Lane, the Church is a prominent visible landmark and access can be gained into its churchyard and the Thorpe Greens Country Wildlife site. To the west of Mill Lane, beyond the property boundaries, there is an area of open fields which contribute to the rural setting of this part of the Conservation Area.



Figure 52 The Abbey



Figure 53 The Baptist Church viewed from the High Street





Figure 54 The church from the open land to its south



Figure 55 Fields to the west of Mill Lane



2 Thorpe Hall and Hall Lane

The character of this area is comprised of the land of, and surrounding, Thorpe Hall Registered Park and Garden. Although Thorpe Manor has been demolished, the site remains significant due to the rich history of the landscape. The significance of this Character Area derives from it being the former site of a locally significant private residence and its designed landscape, elements of which remain today. The garden and grounds of Thorpe Hall were once a reflection of the status and wealth of its owners and occupiers and though the Hall is gone, the legibility of its landscaped surroundings survives.

Hall Lane has been included in this character area as it forms one of the historic entrances to Thorpe Hall and therefore provides an indication of how this land was used.

The Registered Park and Garden is roughly twelve hectares in size and bounded to the west by Station Road, to the south by a public footpath bordering arable land, to the east by farmland and Hall Lane, and to the north by the gardens of houses fronting Frinton Road. The main approach to the park is currently from an entrance on the southern side of Frinton Road, via Lifehouse Drive.



Figure 56 Grounds of Thorpe Hall





Figure 57 The original gated entrance and lodge to Thorpe Hall on Station Road



Figure 58 The largest lake at Thorpe Hall Registered Park and Garden, the Lifehouse Spa building is in the background

A second route into the park, via a public footpath, also runs from Frinton Road southwards along Hall Lane. The historic main drive to the site of the Hall forms the third access to the park and this approached the Hall from the north-west, off the northern end of Station Road. The entrance still exists with a substantial mid-twentieth century lodge, though the original gate posts are removed.

To the south and west of the modern spa building, pools and formal gardens survive. Broad paved terrace with low red-brick walls with brick summerhouses are located to the west of the spa building and these lead to a lily pool, surrounded by trees. A second larger pool fed by a stream is situated to the west of the lily pool.

Layout

Thorpe Hall character area is located to the south east of Conservation Area. The area is bounded to the west by Station Road, a footpath and arable land to the south, to the east by Hall Lane and farmland, and bounded to the North by Frinton Road. The boundary of this Character Area follows the boundary of the Registered Park and Garden but extends north to include Hall Lane, it then runs linear along south side of Frinton Road to meet the boundary of the Park and Garden at the rear of the property on the junction of Station Road.

The Park and Garden is accessed by two verdant driveways. The first from the northern end of Station Road is accessed through gates hung on red brick piers with low rendered walls (Figure 56). This route runs east across the land until it intersects with Hall Lane. The layout of this driveway is evident of the Chapman and Andre Map of 1777 and corresponds with the driveway that appears on the 1874 OS Map. Hall Lane runs south from Frinton Road, there is vehicle access part way but the route into the Park is only accessible by foot.⁴ Lifehouse Drive is currently the main access approach to the Park and Garden which also runs south from Frinton Road and bends south west to approach the Spa building.

⁴ Thorpe Hall, Thorpe-Le-Soken – 1000521 Historic England", Historicengland.Org.Uk, 2020 <https://historicengland.org.uk/listing/the-list/list-entry/1000521> [Accessed 19 March 2020].



The north of the character area is comprised of arable land divided by mature trees and shrubbery. There is a car park located on the south east of the site which serves the Lifehouse Spa & Hotel.

The immediate area around the former manor house was a skilfully planned landscape that reflected the fashions of its day, some original features still remain from the garden laid out by Lady Byng. Red brick walls and pagodas, ceramic pantiles and sunken gardens are characteristic of the gardens and these provide a Far Eastern theme to many of the structures. The area is heavily secluded by mature trees that line the road, this contributes to its significance and privacy from the principal village core.

Built form

Thorpe Hall was demolitioned in the early 2000s due to a deterioration in the buildings structural condition and was replaced by a spa building, completed in 2010. After the demolition of Thorpe Hall, the new spa was a departure from the earlier building and indeed, from the form, scale and materiality of any other building in the Conservation Area. The spa building is stark and unadorned, with a light grey rendered finish and modern windows with Juliet balconies. Another large building in the spa complex is yet more strikingly modern with black timber cladding and a flat roof. The loss of Thorpe Hall had a detrimental impact on the character of this part of the Conservation Area and the significance of the Registered Park and Garden. The new spa buildings failed to redress the imbalance that resulted from the loss of Thorpe Hall.



Figure 59 The footpath into the Thorpe Hall Registered Park and Garden



Figure 61 The Lifehouse Spa building and an ornamental pond



Figure 60 Ornamental garden structures within the Registered Park and Garden



Figure 62 The Lifehouse Spa and an adjacent building



Boundary treatment:

Some properties along Hall Lane have introduced substantial hardstanding and inappropriate boundary treatments which detract from the rural character of the secondary smaller lanes. Bollards and lighting along pathways are not complimentary of the character to the Registered Park and Garden. Hardstanding in the immediate area of the site previously occupied by the manor, is modern and detracts from the appearance of the Park and Garden and Character Area.



Figure 63 Examples of Boundary Treatments





3.4 Local Details

There are several reoccurring architectural details in the Conservation Area which contribute to the area's significance. A notable and unusual feature is a 'V' shaped angled interlocking gauged brick lintel, which is a repeated architectural detail throughout the Conservation Area. It can be seen on several nineteenth century buildings and extensions to earlier buildings in the Conservation Area.

Examples of this detail can be seen on Bell Cottages, the arched entrance of Norfolk House, west flank elevation of Tortworth and Cottage Pye.

The fenestration arrangement of Cottage Pye has been altered as the entrance door is now located under the window lintel. This angled interlocking lintel details appears to be unique to the Tendering District and should be retained to maintain local distinctiveness. It may have originated with a single bricklayer, possibly employed by the Thorpe Estate. Other local detailing include quoin detailing and prominent chimneys which have also been mirrored in some modern developments, notably Abbey Gardens and rendered house east side of New Town Road notably Abbey Gardens housing development off Frinton Road and White Thorn Lodge on New Town Road. Both are a good example of appropriate development.

Curved bay windows are present throughout the High Street and at Charfield. These are indicative of their prior function as High Street shops, the majority have now been converted to residential use. Although weatherboarding is not a typical building material within the Conservation Area, there are several properties with weather boarding on side and rear elevations of properties.



Figure 64 Examples of 'V' shaped red brick lintels







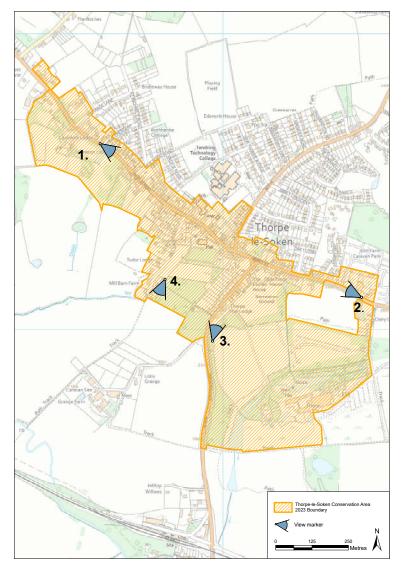


Figure 66 Map showing Key Views in the Area





Figure 67 Views in and towards the Conservation Area

3.5 Views

Key views are identified on Figure 66. The views included are a selection of key views; this list is not exhaustive and there are numerous other views of significance. Any proposals for development within the Conservation Area, or its environs, should consider the views below and any others which may be relevant or bespoke to that proposal. It should also be considered how these views alter in character between winter and summer months.

Along the High Street there are several gaps in the building line which provide views of open skies and mature trees. Outward views looking south from Mill Lane are strikingly verdant and contrast to the urban High Street, these views contribute to the appreciation of the village within a historic rural landscape. There are key views of St Michael's Church and its prominent tower throughout the Conservation Area; most notably when travelling east or west on the B1033 into the village core. The Church is also a focal point and waymarker from footpaths in rural landscape to the south the Conservation Area. Gaps in the building line also provide glimpses of the prominent Church tower.



3.6 Beyond the Conservation Area Boundary

Thorpe-le-Soken Conservation Area also draws its significance from its setting and surrounding area, most notably from the undeveloped rural landscape that encircles the village. The setting of the Conservation Area contributes to our understanding of its development as a rural village and the influence of Thorpe Manor on the Thorpe-le-Soken's development as a settlement.

Wider Setting

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The wider landscape of rural and arable farmland can be seen from several locations within the Conservation Area. It is sometimes apparent in views from within the settlement and along the High Street, where the open landscape to the south can be seen down lanes and alleyways branching off from the High Street. The surrounding arable land provides a wealth of green and open space, which makes an important contribution Thorpe-le-Soken's setting as a rural village and enhances the manner in which it is experienced and understood. The fields behind properties along the High Street and beyond Mill Lane have been identified from the Conservation Area boundary.

To the north of the Conservation Area, and outside its boundary, along the east side of Landermere Road there is a 1930s housing development. These properties are either detached or semi-detached and largely retain their original form and appearance. They are set back from the road with greener boundary treatments which signify the transition from urban settlement to the rural landscape. 47 Landermere Road is a late nineteenth century detached property; it exhibits many characteristics and qualities of the Conservation Area and makes a positive contribution to its setting. However, it is impractical to extend the boundary to include this property it due to its distance from the settlement.



Figure 68 Wider Rural Setting

Figure 69 Landermere Road



4. Issues and Opportunities for Enhancement

The following key issues have been identified and are summarised below in brief. The list is in no way exhaustive and neither are the issues identified unique to Thorpele-Soken with many being shared with other Conservation Areas.

There is an opportunity to generally improve the street scene and communal space within the Conservation Area. The community areas and pavements have been compromised by heavy traffic and are often crowded with parked cars. For example, the area surrounding the central Thorpe-le-Soken Village sign is dominated by hardstanding and cars parked along pavements. Cars parked on the pavement also detract from the access to the Church. Thorpe Hall Character Area is generally well maintained. There is an opportunity to improve public access to this Character Area through appropriate signage and well maintained access routes. This would enhance awareness of the Thorpe Hall Park and Garden.

4.1 Car Parking and Traffic

Car parking and heavy traffic flow is an inevitable concern within historic settlements and is applicable to the Thorpe-le-Soken Conservation Area. There are several small private car parks to the rear of properties along the High Street that serve some shops and businesses for example, car parks that serve customers of The Crown and The Bell Inn as well as car parks behind Alfie's Barber Shop, Harry's Restaurant and Loblollies. The discrete access ways to the side and location of buildings and the location of car parks behind the High Street ensure that they do not become a detracting feature.

Along the High Street residential parking is limited to private driveways and onstreet and pavement parking. The on-street parking detracts from the character and appearance of the Conservation Area. However, the addition of front driveways and removal of front gardens and boundary treatments along the High Street is inappropriate and the retention, or reinstatement, of street front boundaries should



Figure 70 Parking and heavy traffic on the High Street

be encouraged. The removal of boundary treatments to accommodate parking should be resisted as this removes an attribute of the Conservation Area that contributes to its significance.Inappropriate management such as this, can have a harmful impact on the appearance of the area. Approach to boundary treatments should be consistent in design and materials that are complimentary of the context of the Conservation Area. Inappropriate features such as close-boarded fences and galvanised steel railings can have a harmful impact on the appearance of the area. Approach to boundary treatments should be consistent in design and materials that are complimentary of the area. Approach to boundary treatments should be consistent in design and materials that are complementary of the context of the Conservation Area.

The volume of traffic that flows through Thorpe-le-Soken has a detrimental effect on its appreciation as a rural village. An opportunity to improve parking provisions should be explored to preserve and enhance the experience of Thorpe-le-Soken as a rural village.





Figure 71 Grade II listed Oaks Restaurant and The Old Bakehouse (list entry no. 1147697)



Figure 72 Tesco Express

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Figure 73 Richard Bunton Jewellers



Figure 74 Opticians



Figure 75 Modern Shop Front

Shop Frontages 4.2

Thorpe-le-Soken has a busy village core which should be preserved and enhanced where possible. The wealth of historic buildings in this area provides many examples of interesting and attractive architecture which need continued robust protection, in order to better reveal the special interest of Thorpe-le-Soken. Shop fronts should be appropriate to the age of the building in and the wider historic street design, scale and materials. They should retain original features as much as possible, should not detract from the special interest of the building and should preserve and enhance the overall street scene. In addition to shop frontages, consideration should also be given to signs and advertisements on all elevations of buildings. Although many of the historic shop frontages in the area have been lost, and many have since been converted to residential use, the maintenance of historic former commercial frontages is important. Further deterioration risks the total loss architectural details which give them their character.

There are several modern and inappropriate signs within the Conservation Area which are considered to have a negative visual impact. The use of modern materials such as plastic and glossy aluminium can detract from the character of the historic street, and internally illuminated signage is incongruous. Shop frontages that are sympathetic with the host building will strengthen the character and appearance of the Thorpe-le-Soken Conservation Area.



4.3 Loss of Architectural Details

Many buildings within the Thorpe-le-Soken Conservation Area have retained their historic architectural features which are important to both the significance of the idividual buldings and area. However, some buildings have lost their original windows and doors many having been replaced with uPVC which do no replicate the fine detailing and craftmanship of historic timber windows and doors. The replacement of traditional timber windows with modern plastic alternatives is considered wholly unacceptable. In order to enhance and preserve the historic and architectural character of the Conservation Area timber windows should be retained and where possible reinstated. Within Thorpe Hall, the structures will need to be carefully maintained as further deterioration could result in the loss of features that are significant to the Park and Garden.

4.4 Unsympathetic additions

There are several examples in the Conservation Area where satellite dishes have been added to front elevations. The addition of satellite dishes to the front of the properties within the Conservation Area is considered inappropriate. This modern clutter detracts from the street scene and the architectural merit of buildings.

The addition of solar panels to the front pitches of properties within the Conservation Area is inappropriate and should be resisted. An Article 4 Direction would be required to remove permitted development rights. Solar panels have a negative visual impact on the street scene and adversely alter the appearance of the buildings.

Rooflights are an incongruous addition to the Conservation Area and are typically unacceptable addition to the front pitches of listed buildings. The insertion of rooflights may be acceptable on more modern developments, however, they should not be visible from the public domain or from neighbouring properties within the Conservation Area. They should also be small and low profile.



Figure 76 Loss of Architectural Details



Figure 77 Unsympathetic Additions - satellite dishes





Figure 78 Examples of inappropriate Solar Panels and Rooflights



4.5 Inappropriate Modern Development

Modern Development

The majority of modern development within the Conservation Area makes a neutral contribution that neither harms nor enhances the character and appearance of the area. However, there are some modern developments that are inappropriate to the Conservation Area.

The recent housing development on the north side of the High Street at Snowdrop Cottage, Heather Cottage and Primrose Cottage are inappropriate and unsympathetic. The facade of the dwellings is at odds with the other High Street properties within the Conservation Area and their form and appearance does not relate to the qualities and characteristics of the area. The inconsistent design of the front elevations appears clumsy and the overall appearance conflicts with the character of the area. The form of the roof, with its half-hipped ends and heavy dormers is also inappropriate. As a result, this development is intrusive to the Conservation Area and has a negative impact on its character.

Division of Land

There are several cases within the Conservation Area where the plots of historic and listed buildings have been subdivided and developed with modern dwellings. Most notably at Hawthorns, a Grade II listed eighteenth century timber framed property (list entry no: 1112109). This is considered inappropriate, land plots and curtilages are a key indication of an area's development, by dividing historic plots it will dilute the special interest and have a detrimental impact on the context of the Conservation Area's development. Not only does the division of historic plots diminish the historical integrity of the property, it can also have an adverse effect on the setting of the individual heritage asset.



Figure 79 Modern development along the High Street



Thorpe-le-Soken is compact and easily accessible via the two main thoroughfares; the B1033 travelling east to west and the B1414 travelling north to south. Thorpele-Soken is clearly defined by the transition from open land to residential settlement which leads to the village core. This clear distinction between farmland and settlement is important to Thorpe-le-Soken being read as an isolated settlement. The village is well sign posted when entering the village which marks the boundary. Consideration should be given to the potential benefits of appropriately located and well-designed interpretation boards which are standardised across the Conservation Area.

A heritage trail around the village, Thorpe Hall Park and Garden and the surrounding area could improve access to and awareness of the historic origins of Thorpe-le-Soken. There is an oppurtunity for footpaths into Thorpe Hall Park and Garden to be better sign posted.

The publication of guidance to inform building owners and residents within Thorpele-Soken of the Conservation Area status and the effects of the designation should be considered, this could be achieved by a bespoke leaflet.



4.7 Neutral Contributors

A significant proportion of buildings make a neutral contribution to the character and appearance of the conservation area. The dilution of positive buildings amongst those which are neutral leads to an underwhelming and indistinctive overall character.

The buildings that fall into this category still contribute to the area's character and appearance, and their contribution should not be underestimated and certainly should not be considered negative. Small scale improvement works, such as reinstating boundary treatments, planting, appropriate replacement windows and roofs, use of a characteristic colour palette, and preventing loss of architectural form and features, would enhance these buildings. Similar interventions to the more modern neutral buildings could help to further integrate them into the area. Care needs to be taken through the planning process to ensure that neutral buildings do not become negative through inappropriate alterations and additions, particularly within the modern development.





Figure 80 Opportunities to Enhance the Public Realm

4.8 Public Realm

There are key areas of public space in the Thorpe-le-Soken; areas around community notice boards, Thorpe-le-Soken sign, entrance to St Michael's Church and the Thorpe-le-Soken War Memorial. These are affected by traffic and car parking which detracts from the rural context of the village.

Street Furniture (Lampposts, benches, signage, bins, bike stands, bollards etc.)

There are various examples of street furniture within the Conservation Area including bins, signs, lampposts, benches, post boxes, railings etc. There is some inconsistency in design of the street furniture which does not respect local character. For example, lampposts, planting beds, bins and some railings are modern in appearance and do not respond to the aesthetic context of the Conservation Area. There should be a consistent approach in the design of the street furniture to provide a more unified appearance, this will ensure they integrate well to the character of the area. Road signs in the Conservation Area are minimal and generally unobtrusive. However, the traffic islands at the east end of the Conservation Area and some public footpath signs are in a state of disrepair; their maintenance would enhance the overall appearance of the Street furniture in order to preserve and enhance the character and appearance of the area.



There are some good examples of street furniture within the Conservation Area that are traditional in their design and respond well to local character. These include, for example, traditional postboxes, the kissing gates near the Church (Figure 82) and the Thorpe-le-Soken community notice board and Village sign (Figure 81). There is an opportunity to follow these good examples and consideration should be given to the gradual replacement of poor quality street furniture. This will work to enhance the character and appearance of the Conservation Area.

Hard Landscaping

There are various treatments of hardstanding throughout the Conservation Area. The High Street retains a generally consistent approach to private driveways and pavements which ensure that the more urban character is retained and exclusive to the village core.

The Crescent, Vicarage Lane, Mill Lane and Hall Lane should maintain a softer landscaping approach as they are defined by a more rural character as lanes that lead out of the Conservation Area to the surrounding open land.



Figure 81 Thorpe-le-Soken community notice board located opposite entrance to the Church.

There has been some loss of front gardens by way of hard landscaping which is considered to detract from the collective appearance of the lanes. Extensive hardstanding of these lanes would be inappropriate and not adhere to their more rural context. These lanes should maintain open grass frontages, hedges and softer landscaping to uphold the distinctive difference in character from the more urban High Street.



Figure 82 Kissing gate along the footpath entrance to the Church





Figure 83 Thorpe-Le-Soken Village Sign

Community Areas

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There is an opportunity to enhance the communal spaces in the Conservation Area, particularly the areas around the Thorpe-le-Soken sign, the community notice board and entrance to the church.

The pavements are wider in these areas with buildings set back providing a focal point for community activity. These areas should be enhanced through a consistent approach in material and maintenance of hardstanding and street furniture as well as a discouragement of car parking.

PLACE SERVICES

5. Management Proposals

As outlined in the previous chapter, there are a wide range of issues facing the Thorpe-le-Soken Conservation Area, many of which share common themes. This Chapter seeks to recommend management proposals which address these issues in both the short and long term.

5.1 Positive Management: Short Term

The first set of proposals relate to Positive Management and focus on good practice and improved ways of working within the local planning authority. These are generally low cost and can be implemented within a short time-frame, typically within one or two years.

Local Heritage List

The significance of Thorpe-le-Soken lies in the preservation of built heritage which has survived, in some cases, complex growth and regeneration. As such many of the buildings which are not listed also contribute positively to the significance and special interest of the area. Thorpe-le-Soken would benefit from the adoption and maintenance of a comprehensive Local List in order to recognise buildings of local architectural or historic interest and better preserve its historic environment.

A Local List identifies buildings and structures of local architectural and/or historic interest, and these are considered to be 'non-designated heritage assets' under the provisions of the NPPF. Local Lists can be beneficial in ensuring the upkeep and maintenance of historic buildings that contribute to the character of the settlements. The exercise of creating a Local List will also facilitate a greater understanding of the area and could be utilised as a public engagement strategy to improve awareness and understanding.

There are a number of buildings within the Conservation Area which are of sufficient quality to be considered for local list status, as highlighted in Section 2.6

Shop Frontages

While there are some shopfronts that are in keeping with the Conservation Area's character, there is substantial scope for improvement to shop frontages to enhance the character and appearance of the historic streetscape.

There is potential to raise awareness of the importance of these shopfronts and the contribution they make to the special interest of Thorpe-le-Soken Conservation Area through the production of information leaflets or web pages which provide guidance for shop owners on upkeep and maintenance of historic frontages. Article 4 Directions could also be used to prevent loss of historic fabric to shop frontages.

Vacant shop units can be enhanced creatively at a low cost and should be considered for improvement. This could include public art or information on the area.



Figure 85 Shop Frontages



Enforcement

Where the necessary permission has not been sought for alterations, such as advertising signage and building alterations which are not contained within the General Permitted Development Order, the Local Planning Authority's powers of enforcement should be considered. This could assist in reinstating any lost character or architectural features whose loss may have a negative cumulative effect on the Conservation Area, as well as avoiding a precedence being set for similar, uncharacteristic works

Twentieth Century Premises

There are some twentieth century developments which make a neutral or negative impact on the character of the Conservation Area. There is scope to enhance these sites and buildings through a considered design approach across Thorpe-le-Soken's Conservation Area which can guide future improvements. Should opportunities for redevelopment arise in the future, high quality design should be pursued and encouraged through design guidance.

General Maintenance: Public Realm

Through the agreement of a standard good practice within the Conservation Area between relevant Local Authority teams and other landowners, long term goals can be set to promote good design within the public realm, such as avoiding excessive road markings or signage and agreeing a standard street furniture within character areas to ensure consistency over time as elements are introduced or replaced. Historic elements of street furniture, for example the Thorpe-le-Soken Village sign, the kissing gates around the church and postboxes, will need to be maintained if they are to survive.



Figure 86 Modern development that does not reflect form, design or material of the Conservation Area



Public Realm and Highways: Short-term

The first opportunity to enhance the character and appearance of the Conservation Area is through investment to improve the wider public realm. This can be achieved through continuing to improve and rationalise existing street furniture.

Whilst replacing all inappropriate street furniture is an optimum solution, it is acknowledged that this is an expensive project to undertake. There are numerous other short-term solutions to this problem. A positive working interdepartmental relationship is key to improving the public realm and highways. Planning and Highways should work together to agree standard good practice within a conservation area such as avoiding excessive road markings and where necessary using narrow road markings. Planning and Highways should work together to agree standard street furniture to ensure consistency over time as elements are introduced or replaced.

Heritage Statements

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In accordance with the NPPF (Para.194), applicants must describe the significance of any heritage assets affected, including any contribution made by their setting. The level of detail should be proportionate to the assets' importance and no more than is sufficient to understand the potential impact of the proposal on their significance.

All applications within the Conservation Area and immediate setting require an appropriately detailed Heritage Statement. Any application without a Heritage Statement should not be validated.

The key views analysed within this document are in no way exhaustive. The impact of any addition, alteration or removal of buildings, structures, trees or highways on key views should be considered to aid decision making. This includes development



Figure 87 Unsympathetic street lighting



Figure 88 Signage and bin in poor condition

outside the conservation area. Where appropriate, views must be considered within Design and Access or Heritage Statements. This should be in accordance with Historic England's Good Practice Advice in Planning Note 3: *The Setting of Heritage Assets* (March 2015). Applications which fail to have assessed any impact upon views and setting should not be validated nor supported.

Tree Management

In line with Tendring District Council's policy, all trees in Conservation Areas which have a trunk diameter of more than 75mm, at a height of 1.5m from the ground, may not be felled or lopped unless six weeks written notice has been given to the Council.

It is also considered that any prominent trees, street trees, and trees with amenity value on private land throughout the Conservation Area should be monitored and maintained appropriately. Any tree that makes a positive contribution to the area should be retained, maintained and, if felled (only if dead, dying or dangerous) replaced with an appropriate new tree

New Development

There are some opportunities within Thorpe-le-Soken and its setting for development which makes a positive contribution to the Conservation Area. To date there has been a lack of high-quality modern architecture which respects the local character. To be successful, any future development needs to be mindful of the local character of the Conservation Area, while at the same time addressing contemporary issues such as sustainability.

Successful new development will:

- Relate to the geography and history of the place and the lie of the land,
- Sit happily in the pattern of existing development and routes through and around it (including public footpaths)
- Respect important views,
- Respect the scale of neighbouring buildings,
- Use materials and building methods which as high in quality of those used in existing buildings, and
- Create new views and juxtapositions which add to the variety and texture of their setting.

Tendring District Council should guide development in a positive manner by:

- Engaging with developers at an early stage through the Pre-Application Process to ensure modern development is high quality in design, detail and materials.
- Ensuring medium-large scale development schemes are referred to a Design Review (or similar) to ensure that new buildings, additions and alterations are designed to be in sympathy with the established character of the area. The choice of materials and the detailed design of building features are important in making sure it's appropriate to a conservation area.
- Seeking opportunities for developers to make a positive contribution to the wider historic environment through Section 106 Agreements.





Neutral Elements

As discussed, the dilution of positive buildings, amongst those which are neutral, leads to an underwhelming and indistinctive overall character.

Tendring District Council should not allow for the quality of design to be 'averaged down' by the neutral and negative elements of the built environment. Officers should, where possible seek schemes which enhance the built environment and not allow previous poor-quality schemes to become precedents.

Public Facing Resources

The preservation and enhancement of private properties can be improved through the publishing of resources aimed to inform property owners and members of the public. An introductory summary of the Conservation Area Appraisal in the form of a leaflet or factsheet(s) is a simple way to communicate the significance of the area and ensure members of the public are aware of the implications of owning a property within a conservation area. In addition, a maintenance guide would assist property owners in caring for their property in an appropriate manner. A single Good Practice Design Guide on standard alterations such as signage, shop-fronts, windows, doors, rainwater goods, boundaries and roof extensions will ensure inappropriate development and repair does not become the accepted norm.

Poor maintenance leads to the deterioration of the fabric of the built environment and results in a loss of architectural details. Improved awareness of simple maintenance and repair would be conducive with the preservation of Thorpe-le-Soken's built heritage.

Improved Understanding and Awareness

At present there is no interpretation (information boards, signage, interactive QR Codes) within the Conservation Area aimed at improving understanding and awareness. This would be an effective way to improve the awareness and reestablish the identity of Thorpe-le-Soken as a historic settlement.

5.2 Positive Management: Longer Term

The second set of proposals are also focussed around positive management but either take longer to implement or are better suited to a longer time frame.

Boundary

The Conservation Area boundary has been revised within this appraisal in accordance with the NPPF (2021) and Historic England Advice Note 1 *Conservation Area Appraisal, Designation and Management* (2019).

The Conservation Area should be reviewed regularly to monitor change and inform management proposals. The boundary should be assessed as part of this review to ensure it is robust and adequately protects the significance of the area.

Character Appraisal and Management Plan

The Conservation Area Character Appraisal and Management Plan should be reviewed regularly to monitor any change to the character of the area and to ensure the proposals within the Management Plan are still relevant to and are able to address the area's issues and opportunities.



Article 4 Directions

Article 4 Directions are additional planning controls which can be introduced by a Local Planning Authority to revoke certain Permitted Development Rights. Permitted Development Rights allow building owners to carry out certain works to their properties without the need for planning permission and are set out within the General Permitted Development Order.

Article 4 Directions served on properties within the Conservation Area would introduce the need to apply for planning permission for certain works and this would allow the Council to better preserve and enhance the area by ensuring high quality design and use of traditional materials.

An Article 4 Direction removing Permitted Development Rights for alterations to their front elevations, windows, doors, front boundary treatments and front gardens could help to preserve the character and appearance of this part of the Conservation Area. Unsympathetic alterations and additions to buildings throughout the Conservation Area is an issue which detracts from its character and appearance. A blanket Article 4 Direction covering the entire Conservation Area could remove Permitted Development Rights for replacement windows and doors and alterations to front boundary treatments. This would provide some control over the quality and design of alterations to dwellings, better preserving and, where possible, enhancing the area.

5.3 Funding Opportunities

There are three main funding opportunities which would assist in the execution of these plans:

National Heritage Lottery Fund

The National Heritage Lottery Fund is the single largest dedicated funder of heritage in the UK and therefore is the most obvious potential source of funding. Funding is often targeted at schemes which preserve, enhance and better reveal the special interest of the area whilst also improving public awareness and understanding. Grant opportunities and requirements change overtime, for up-to-date information on NHLF schemes Tendring District Council should consult their appointed Heritage Specialist.

Section 106 Agreements

Planning obligations, also known as Section 106 agreements, can be used by the local authority to ensure any future development has a positive impact upon Thorpe-le-Soken. These agreements could be used to fund public realm or site-specific improvements.

Partnership Schemes in Conservation Areas (Historic England)

Partnership Schemes in Conservation Areas is a programme run by Historic England to target funding for the preservation and enhancement of conservation areas. As the name suggests, the scheme forms partnerships with local authorities (along with any additional funding partners) to facilitate the regeneration of an area through the conservation of its built heritage. The scheme makes funds available to individuals to enable them to carry out repairs or improvement works to their property to enhance the area. This would be suitable to preserve and enhance either the shop frontages or the architectural detailing.





Figure 89 Sympathetic example of boundary treatment and hard landscaping alongside the churchyard

6. Appendices

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- The Abbey dating to the sixteenth century (ECC Archives I/Mb 354/2/1)
- Photograph of Mitchell's Cash Stores, Thorpe-le-Soken now 'Tesco' (ERO I/Mb 354/1/3)
- Photograph of Thorpe Hall, Thorpe-le-Soken (ERO IMb 354-1-4)

Essex Historic Environment Record

Webpage

https://historicengland.org.uk/advice/heritage-at-risk/conservation-areas-at-risk/

https://historicengland.org.uk/listing/the-list/map-search?clearresults=true

https://historicengland.org.uk/listing/the-list/list-entry/1000521





6.2 Legislation, Policy and Guidance

LEGISLATION/POLICY/ GUIDANCE	DOCUMENT	SECTION/POLICY
Primary Legislation	Planning (Listed Buildings and Conservation Areas) Act 1990	66: General duty as respects listed buildings in exercise of planning functions.72: General duty as respects conservation areas in exercise of planning functions.
National Planning Policy	National Planning Policy Framework (2021) DLUGH	Section 16; Annex 2
National Guidance	National Planning Practice Guidance (2014) DLUGH	ID: 18a
National Guidance	Historic England (2017) Historic Environment Good Practice Advice in Planning Note 3 (Second Edition): The Setting of Heritage Assets	
National Guidance	Historic England (2019) Statements of Heritage Significance Advice Note 12	
Local Policy	Tendring District Local Plan 2013 - 2033 and Beyond	Policy SPL 3 - Sustainable Design Policy PP 8 - Tourism Policy PPL 3 - The Rural Landscape Policy PPL 7 - Archaeology Policy PPL 8 - Conservation Areas Policy PPL 9 - Listed Buildings Policy PPL 10 - Renewable energy generation and energy efficiency



6.3 Glossary (National Planning Policy Framework)

Term	Description
Archaeological interest	There will be archaeological interest in a heritage asset if it holds, or potentially may hold, evidence of past human activity worthy of expert investigation at some point. Heritage assets with archaeological interest are the primary source of evidence about the substance and evolution of places, and of the people and cultures that made them.
Conservation (for heritage policy)	The process of maintaining and managing change to a heritage asset in a way that sustains and, where appropriate, enhances its significance.
Designated heritage asset	A World Heritage Site, Scheduled Monument, Listed Building, Protected Wreck Site, Registered Park and Garden, Registered Battlefield or Conservation Area designated under the relevant legislation.
Heritage asset	A building, monument, site, place, area or landscape identified as having a degree of significance meriting consideration in planning decisions, because of its heritage interest. Heritage asset includes designated heritage assets and assets identified by the local planning authority (including local listing).
Historic environment	All aspects of the environment resulting from the interaction between people and places through time, including all surviving physical remains of past human activity, whether visible, buried or submerged, and landscaped and planted or managed flora.
Historic environment record	Information services that seek to provide access to comprehensive and dynamic resources relating to the historic environment of a defined geographic area for public benefit and use.
Setting of a heritage asset	The surroundings in which a heritage asset is experienced. Its extent is not fixed and may change as the asset and its surroundings evolve. Elements of a setting may make a positive or negative contribution to the significance of an asset, may affect the ability to appreciate that significance or may be neutral.
Significance (for heritage policy)	The value of a heritage asset to this and future generations because of its heritage interest. That interest may be archaeological, architectural, artistic or historic. Significance derives not only from a heritage asset's physical presence, but also from its setting.

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Thorpe-le-Soken Station and Maltings Conservation Area Character Appraisal and Management Plan



Client: Tendring District Council Date: November 2023





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1.0 Introduction

1.1 Summary

As defined by the 'Planning (Listed Building and Conservation Areas) Act 1990, a Conservation Area is an area of special architectural or historic interest, the character or appearance of which it is desirable to preserve or enhance. Conservation area designation introduces a general control over the demolition of unlisted buildings and provides a basis for planning policies with an objective to conserve all aspects of character or appearance that define an area's special interest.

The Thorpe Station and Maltings Conservation Area was designated, by Tendring District Council, on 26th March 1990. It is located roughly 1 kilometre (0.6 miles) south of Thorpe-le-Soken on the B1414. The railway line which serves Clacton on Sea, Frinton and Walton from Colchester runs through the site and crosses the road on a modern bridge, to the east of the Conservation Area. The Conservation Area contains the late nineteenth century maltings buildings, the station building, nineteenth century cottages on Edward Road, the former King Edward VII Public House, along with some modern or less significant buildings.

The Thorpe Station and Maltings Conservation Area is on the Historic England At Risk register and its condition is considered to be 'very bad', its vulnerability is 'high' and the trend is towards 'deteriorating significantly'.

Tendring District Council has appointed Place Services to prepare a Conservation Area Appraisal. The document is

provided as baseline information for applicants to consider when designing or planning new development within the Conservation Area or its setting.

1.2 Conserving Tendring's Heritage

This report provides an assessment of the historic development and character of Thorpe-le-Soken Station and Maltings and outline its special interest. The appraisal will also consider the significance of heritage assets and the contribution that these, along with their setting, make to the character of the area. The understanding of significance will be used to assess the susceptibility of the Conservation Area to new development, highlighting key assets of importance.

The Appraisal will consider how Thorpe-le-Soken Station and Maltings came to be developed, the building styles, forms, materials, scale, density, roads, footpaths, alleys, streetscapes, open spaces, views, landscape, landmarks, and topography. These qualities can be used to assess its key characteristics, highlighting potential impact future development may have.

The National Planning Policy Framework (NPPF) highlights good design as one of twelve core principals of sustainable development. Sustainable development relies on sympathetic design, achieved through an understanding of context, the immediate and larger character of the area in which new development is sited. This assessment follows best practice guidance, including Historic England's revised Historic England Advice Note 1 for Conservation Area Appraisal, Designation and Management (2018) and The Setting of Heritage Assets (2017).

1.3 Purpose of Appraisal

This document should be used as a baseline to inform future development and design with regard to the sensitivities of the Historic Environment and its unique character. It is expected that applications for planning permission will also consult and follow the legislation, policy and best practice guidance given in the appendix. Applications that demonstrate a genuine understanding of the character of a Conservation Area are more likely to produce good design and good outcomes for agents and their clients. This Appraisal will strengthen understanding of Thorpe-le-Soken Station and Maltings and its development, informing future design.

1.4 Planning Policy Context

The legislative framework for conservation and enhancement of Conservation Areas and Listed Buildings is set out in the Planning (Listed Buildings and Conservation Areas) Act 1990 (HMSO 1990). In particular Section 69 of this act requires Local Planning Authorities to designate areas which they consider to be of architectural and historic interest as Conservation Areas, and Section 72 requires that

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Thorpe-le-Soken Station and Maltings Conservation Area

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special attention should be paid to ensuring that the character and appearance of these areas is preserved or enhanced. Section 71 also requires the Local Planning Authority to formulate and publish proposal for the preservation and enhancement of these areas. National planning policy in relation to the conservation and enhancement of heritage assets is outlined in Chapter 16 of the Government's National Planning Policy Framework (DCLG 2021).

Tendring District's Local Plan was adopted in 2007 and it is used in determining planning applications, where relevant. As a new Local Plan evolves it will begin to have more weight in the planning process in deciding planning applications and guiding new development across the Tendring District. Once fully adopted a new Local Plan will guide future development in the Tendring area. It will be critical for creating new job opportunities, attracting investment in new and improved infrastructure, protecting the environment and ensuring that new homes are built in the right locations and achieve the right standards of quality and desian.

The Tendring District has more than 960 Listed Buildings. The District also benefits from 27 Scheduled Monuments which include above and below ground features, 3 Historic Parks and Gardens and 9 Protected Lanes, preserved for their historic indication of ancient road patterns in the District. The District also contains 20 Conservation Areas. There are 21 designated heritage assets on the Historic England At Risk register in Tendring, including the Thorpe-le-

Soken Station and Maltings Conservation Area. The new Local Plan's strategic objective for Cultural Heritage is "To conserve and enhance Tendring District's heritage, respecting historic buildings and their settings, links and views."

Protection of the District's heritage assets is crucial to its cultural identity. Heritage assets can improve the local communities quality of life and can help to sustain economic growth and new investment for both residents and businesses. The Council is seeking to reduce the number of heritage assets included in the Heritage at Risk Register and will consider designating additional heritage assets which are of local importance.¹ The Council will also seek to manage change within the Historic Environment by requiring proposals to respond appropriately to the significance of any affected heritage assets and by identifying where interventions within the Historic Environment would be beneficial to it; and by working with partners to secure sources of funding to aid delivery of enhancements to heritage assets. This would be in line with Tendring District Council's Corporate Plan 2020-2024 for the promotion of Tendring's tourism, cultural and heritage assets.

The Draft Publication of the new Tendring District Local Plan has a number of objectives, including Objective 7 which relate to the historic environment. The Draft Local Plan document states the following:

1 Tendring District Local Plan 2013-2033 and Beyond, Publication Draft June 2017

Objective 7

To conserve and enhance Tendring District's historic environment, including: heritage; respecting historic buildings and their settings; heritage assets; landscapes; links: and views.

To achieve this objective, various policies are proposed in the Draft Local Plan, including the following, which relate to Conservation Areas and Listed Buildings.

Policy PPL 8 CONSERVATION AREAS

New development within a designated Conservation Area. or which affects its setting, will only be permitted where it has regard to the desirability of preserving or enhancing the special character and appearance of the area, especially in terms of:

a. scale and design, particularly in relation to neighbouring buildings and spaces;

b. materials and finishes, including boundary treatments appropriate to the context;

c. hard and soft landscaping;

d. the importance of spaces to character and appearance; and

e. any important views into, out of, or within the Conservation Area.



Proposals for new development involving demolition within a designated Conservation Area must demonstrate why they would be acceptable, particularly in terms of the preservation and enhancement of any significance and impact upon the Conservation Area.

This Policy contributes towards achieving Objective 7 of this Local Plan.

Policy PPL 9 LISTED BUILDINGS

Proposals for new development affecting a listed building or its setting will only be permitted where they will protect its special architectural or historic interest, its character, appearance, fabric and:

a. are explained and justified through an informed assessment and understanding of the significance of the heritage asset and its setting; and

b. are of a scale, design and use materials and finishes that respect the listed building and its setting.

This Policy contributes towards achieving Objective 7 of this Local Plan.

Tourism is an important source of income in the District, estimated to be worth more than £276 million. The Council identifies the development of tourism as a core objective (Objective 10), with the intention of building on the strength of the District and its history and heritage.² The District's built heritage is therefore an important and valuable asset that is unique to Tendring. However, this asset is fragile and finite. The enhancement, protection and conservation of Tendring's built heritage has the potential to return great social and economic benefits to the local community and enhance the environment within which the people of Tendring live and work.

1.5 Boundary review

The The boundary of the Conservation Area includes the buildings and spaces associated with the maltings and station and their late-Victorian setting. A review of the Conservation Area and public consultation was carried out by Tendring District Council in 2005-2006 and an Appraisal document was produced in March 2006. Within the Appraisal there was a proposal to reduce the boundary of the Conservation Area in the south to exclude the semi-detached cottages on Edward Road.

The opinion expressed in the 2006 appraisal was that Edward Road was visually divided from the rest of the area by the railway and that the setting around Edward Road was unattractive and compromised by the industrial estate to the east on Harwich Road. The appraisal stated that the appearance of the houses had been too heavily altered for the application of an Article 4 Direction, which may return some visual integrity to the houses, to be worthwhile. The 2006 proposed boundary reduction was not supported by the Parish Council at the time and was subsequently not adopted.

The houses on Edward Road are likely to have a direct historic association with the Conservation Area as they were built as railway and workers' cottages. They may have provided accommodation for workers at the maltings or the brick manufacturing kilns which were once located to the south of the Conservation Area. They may also have provided accommodation for agricultural workers and it is this evidence for a combination of industrial manufacturing within a rural setting that embodies the character and special interest of the Conservation Area.

Roughly half of the Edward Road cottages have been rendered and painted, whilst the remaining buildings retain their exposed brick exteriors. Many of the original timber windows have been replaced with modern glazing, though some remain. Despite these alterations a substantial amount of the original, late nineteenth to early twentieth century character remains, to an extent that they contribute to the character and appearance of the Conservation Area, furthermore their physical and historic relationship to the maltings can

² Tendring District Local Plan 2013-2033 and Beyond, Publication Draft June 2017



still be perceived. Therefore, due to the historic and architectural special interest of its buildings and layout, Edward Road has been retained within the Conservation Area boundary.

However the small area to the south of Edward Road has been excluded from the Conservation Area. This area is mainly covered with undergrowth, while some parts are used as parking spaces for the road's residents. This scrub area lacks the historic interest, shared by the rest of the Conservation Area and therefore has been excluded. The exclusion represents a minor adjustment to the Conservation Area boundary and has resulted in the area becoming part of the Conservation Area's setting. All designated heritage assets, including conservation areas have a setting, which the NPPF defines as the surroundings in which a heritage asset is experienced. The setting of a heritage asset can make an important contribution to its significance and how that significance can be appreciated. The protected area, along with the wider setting of the Conservation Area is therefore a consideration when change is planned and how this may affect the significance of the Conservation Area. No other changes to the boundary of the Conservation Area are suggested.

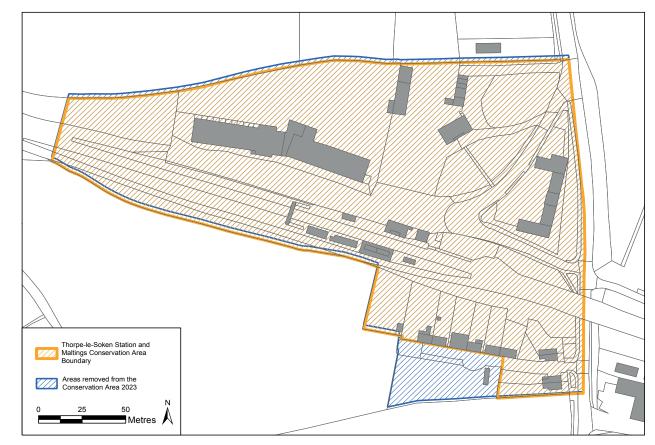


Figure 1 Map showing boundary revisions

2.0 Conservation Area



2.1 Location and Topography

The bedrock at Thorpe-le-Soken is clay, silt and sand of the Thames riverine deposit group. This sedimentary bedrock was formed approximately 34 to 56 million years ago in the Palaeogene Period. The sediments are marine in origin and comprise coarse to fine-grained slurries and debris that would have flowed from a river estuary into a deep-sea environment, forming graded beds.³

The Thorpe-le-Soken Station and Maltings are located adjacent and to the north of the stream of Holland Brook,⁴ where the land slopes gently down to the marsh at the water's edge. Here, the geology differs as a much later deposit of a band of river clay and silt, formed up to two million years ago in the Quaternary Period reflecting the channels, floodplains and levees of a river or estuary.

The area in which the Conservation Area is situated comprises an open agricultural landscape, with historic settlement in the area at the village of Thorpe-le-Soken and the rather smaller settlement around the church/hall complex at Kirby-le-Soken. Surrounding these centres are a number of isolated halls, farms and cottages, with a mixture of rectilinear fields of ancient origin and some later enclosure. The modern landscape retains much of this historic pattern, although both Thorpe and Kirby-le-Soken have expanded considerably in size. The historic cores of Thorpe and Kirby-le-Soken are designated as Conservation Areas and the early twentieth century garden at Thorpe Hall is a Registered Park and Garden.⁵ The Thorpe-le-Soken Station and Maltings Conservation Area is situated on the southern edge of the Parish of Thorpe-Le-Soken, which according to the 2011 census had an estimated population of 2034.⁶

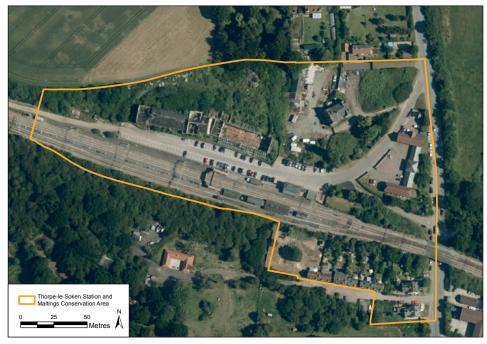


Figure 2 Thorpe Le Soken Station and Maltings within its wider setting

³ British Geological Survey http://mapapps.bgs.ac.uk. Accessed 10/10/19

⁴ Essex Rivers Hub http://essexrivershub.org. Accessed 10/10/19

⁵ Tendring District Historic Environment Characterisation Project 2008

⁶ https://www.citypopulation.de/en/uk/eastofengland/admin/ Acces



2.2 Historical Overview

The following section provides an overview of the history of Thorpe-Le-Soken Station and Maltings Conservation Area and its environs. The settlement of Thorpe-le-Soken, to the north of the Conservation Area, is medieval in origin and expanded during the post-medieval period, however, Thorpe Maltings and Station date to the nineteenth century and the origins of the Conservation Area here lie in the arrival of the railway line in 1867.

Prehistory: Palaeolithic to Iron Age (c.10,000 BC to 100 BC)

Thorpe-le-Soken's location, on high ground and relatively close to the coast, provided an ideal place for occupation with easy access to the intertidal zone for early settlers. Evidence for activity on the site of Thorpe-le-Soken Maltings was identified during archaeological work undertaken in 2017 which revealed a Mesolithic/early Neolithic flint artefact. Further examples of Mesolithic activity have been located to the south of the area at Redbridge cottage; these comprise a large assemblage of flint tools.

There are indicators of later prehistoric occupation within the vicinity of the Conservation Area in the form of cropmark evidence recorded from aerial photography. Features including probable Bronze Age ring and penannular ditches and trackways have been identified both to the north and south of the area.

There is limited evidence for Iron Age activity in or around the Conservation Area.

Roman

Roman activity has been identified to the northeast of the Conservation Area at Thorpe Hall where excavation identified ditches, gullies and pits.

Saxon and Medieval

In the Saxon period, Thorpe-le-Soken formed part of 'The Sokens' which was later split into Kirby and Thorpe-le-Soken, and Walton-on-the-Naze. The suffix 'le-Soken' has Danish origins indicating some early occupation. The Domesday Book (1086) records 'The Sokens' as Aelduluesnasa which was owned by the Canon of St Paul's Cathedral before and after 1066.⁷ Thorpe-le-Soken did not become a separate manor until 1222. The manor house survived until the mid-sixteenth century though much of it was demolished during the alterations to the Hall undertaken by J.M. Leake in 1822.

In the medieval period the area along the Holland Brook, including the land now within the Conservation Area, was located within the Gunfleet Estuary. Whilst no evidence of activity from this period has been discovered within the boundary of the Conservation Area, the tidal estuary, extending inland from Frinton and Clacton possibly as far as Weeley, may have permitted small boats to venture upstream along Holland Brook as far as the Conservation Area. The medieval settlement of Thorpe-le-Soken, to the north, was largely centred along the High Street and is evident today in the historic building stock.

Post Medieval

The land now within the Conservation Area is depicted as open arable land to the north of Holland Brook on the 1777 Chapman & Andre map of Essex. Holland Brook can be seen running west to east, along with the road to the village of Thorpe (le-Soken) from the south. Thorpe Hall and Thorpe Park (farmhouse) are shown, which were significant agricultural estates and farms at the time, both of which endure today. The village of Thorpe-le-Soken, to the north, grew as a linear settlement along the High Street with Thorpe

⁷ Rumble, A., 1983, Domesday Book: Essex, Phillimore, Chichester





Figure 3 A detail from the Chapman & Andre Map of Essex, 1777

Green to the north-west. The site of the maltings remained in use as arable agricultural land until the land was bought in 1867 to facilitate the construction of the railway.

The origins of the Conservation Area derive from the arrival of the Walton to Colchester branch line in 1866 and the construction of what was then called Thorpe Station, which introduced fast transportation and communication links between London and the Essex coast. The station was opened by the Tendring Hundred Railway (THR), a subsidiary of the Great Eastern Railway (GER) and the line finally ran all the way from Colchester to Walton-on-Naze in 1867. However, a rival project to build the Mistley, Thorpe and Walton Railway was undertaken at the same time. This would have branched off the GER's Manningtree to Harwich line at Mistley, to serve Thorpe-le-Soken and then on to Walton-on-Naze. The competition from the Tendring Hundred Railway at Colchester proved to be too strong, while a dispute between the contractor and their labourers, meant that the Mistley, Thorpe and Walton Railway line was never completed.⁸ By 1888 the GER had taken over the operation of the THR completely, along with the various connecting branch lines.9

⁸ www.gersociety.org.uk 2018 Review of *The Mistley, Thorpe and Walton Railway* published 1946 by Thomas Peacock 9 Tendring Hundred Railways – The First 150 Years. https://www. ontrackrailusers.org.uk



The First Edition Ordnance Survey Map of 1870 shows the railway line and station accessed via a track off the main road from the village of Thorpe-le-Soken to the north. The station building also contained the Station Master's house. Hachures on the map to the north of the railway line indicate the levelled area that was to become the site of the Maltings. The surrounding area remained agricultural in use.

The maltings were built between 1874 and 1878 by the innovator Robert Free, who established the maltings at Thorpe-le-Soken following the submission of a patent for new drying kilns. In total Free had six patents to his name by 1895, for various malting apparatus. He had close relationships with local manufacturing specialists, such as Offwood Bendall, the machine maker based in Lawford and J.R.N. Fitch of the Lawford Iron Works, who cast his patent furnaces and made the 'steeps' or vats within which barley was soaked to begin germination.¹⁰

The Thorpe-le-Soken Maltings represent an intricately engineered, purpose-built building, for the large-scale, industrial production of malt. The establishment of the railway in the mid-nineteenth century and the repeal of the malt tax in 1880 encouraged the growth of larger, multistorey maltings with an increased capacity.¹¹ At the time of

¹¹ English Heritage 2004 (Patrick, A. Author), *Maltings in England*. Strategy for the industrial environmental report No1.

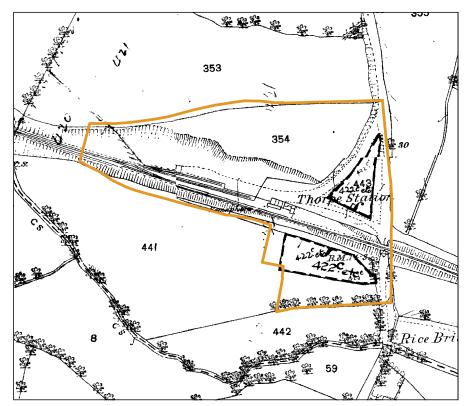


Figure 4 First Edition OS map c 1870

¹⁰ Essex County Council Field Archaeology Unit 2001. *Thorpe Maltings, Thorpe-le-Soken, Tendring Essex. Historic Building Appraisal* (Garwood, A. and Letch, A. Authors)



their construction the maltings were at the forefront of this transformation, as they were built before the repeal of the Malt tax and within a decade of the opening of the Tendring Hundred Railway. Originally comprising two halves, the western half of the building was for the production of crystal malt, while the eastern half produced pale malt. This twin production of two types of malt was unique in the region. The two halves of the maltings were later joined, though this duel aspect can still be easily discerned. The maltings were linear in plan, with a pair of drying kilns towards the centre of the range and a third kiln added at a later date. The steeping pits were located at the east and west ends with the material being conveyed towards the central kilns during the malting process. Malt was steeped over a period of three days and was then laid on the drying floors for a further four days. The eastern range functioned as a traditional malting with the malt being dried in a kiln, while the western range had no kiln, but the crystal malt was finished in a roasting cylinder. The kilns were all fired by high quality, hard coal or anthracite and they were built with an open grid floor of patented wedge wire. A steam engine house provided steam-driven mechanisation, eventually the maltings switched to electric power in the 1950s.

By 1913 Robert Free's company, Free Rodwell and Co, was one of the country's leading manufacturers of malt but in 1956 the company was bought by Ind Coope. The Thorpe-le-Soken maltings declined in the post-war era and the last lorry left the maltings in 1983 while all operation ceased and closed down in 1985. In 1988 the building was purchased by Rosegrade Ltd, in whose ownership it has remained ever since. The building was Listed Grade II in 1998.

No other maltings building showing the double use of crystal and pale malt so distinctively are known to survive.¹² Robert Free later went on to form Free Rodwell and Company Ltd and by the end of the nineteenth century the company had seven maltings. Together with Thorpe-le-Soken Maltings, they represented the technological peak of the malt production industry.



Figure 5 The Thorpe-le-Soken Maltings of Free, Rodwell & Co. Ltd, c1890 (From the collection of the Brewery History Society)

¹² Historic England. Maltings to the West of Railway Station, Thorpe-le-Soken Essex. List Entry Number:1385961. Listing description (accessed 21/10/19)



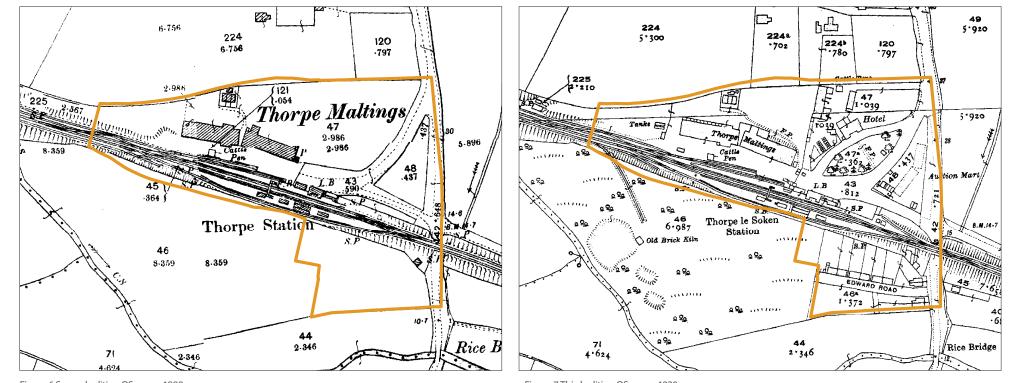


Figure 6 Second edition OS map c 1888

Figure 7 Third edition OS map c 1920

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The second edition OS maps of c.1920 depicts the maltings buildings beside the railway line with their own siding with access directly to the track. The maltings were located by the railway to take advantage of fast transportation and improved communications, allowing for the use of cheaper imported barley from places like North America.

The second edition Ordnance Survey Map also indicates a group of three terraced cottages which were probably associated with the Maltings, situated to the north of the west wing of the maltings and within the northern area of the Conservation Area. They had been demolished by 1923 and no evidence associated with the cottages was found during the 2017 excavations.

The geological deposits of riverine clays in the land adjacent to the Conservation Area were exploited for brickmaking in the late nineteenth century. Mackenzies brickworks was located immediately south of the station and was operational from 1896; it too had a siding from the railway line. Large drying sheds and an updraught kiln associated with the brickworks are evident on the 1920s Edition Ordnance Survey Map.

During the early twentieth century there was an increase in residential development within the Conservation Area, including the construction of workers cottages for the maltings south of the railway line at Edward Road and the building of the King Edward VII Public House in 1901. The road layout was configured to accommodate the public house which is identified as a Hand hotel, as well as a number of outbuildings and structures evident on the third edition Ordnance Survey Map (Figure 7). An auction market was held on the triangle of land formed by the road layout and a group of small market buildings are evident. This was the Thorpe-le-Soken Market, which attracted crowds of visitors and was held within the open space between the King Edward VII Public House and Station Road to the south-east, though this area has now become overgrown. A cattle pen is shown on the third edition Ordnance Survey map, situated adjacent to a railway siding in what is now the station car park. The housing of cattle is also known to have occurred in the stables and coach house of the King Edward VII public house in the 1920s and it seems probable that initially, the trade in cattle was an important aspect of the market.







Figure 8 Stills from the 1968 film of Thorpe-le-Soken market by amateur film-maker Laurie Stanton. The stationmasters house and King Edward VII Public House can be seen in the background (BFI)

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The market was very popular and attracted large crowds, with many coming by train, while the King Edward VII Public House provided refreshment. In 1968 the market was filmed by amateur film-maker Laurie Stanton, who was a member of the Clacton Cine Club. The short film is held in the archives of the British Film Institute and can be seen on their website.¹³ It shows the thriving market and, in some shots, buildings within the Conservation Area can be seen. The eastern part of the market site was redeveloped in the first decade of the twenty-first century and a group of commercial buildings were constructed on the triangle of land adjacent to Station Road. In 2005 the market closed and the following year the existing commercial buildings were constructed on the site of old auction rooms in the eastern part of the market site.¹⁴

After the closure of the market, the public house and the maltings have remained unoccupied and unused. The station master's building was also empty for some years until it was refurbished and converted into two residential units. The station has remained in operation, although the northern platform is no longer in use.

13 British Film Institute https://player.bfi.org.uk/free/film/watch-thor-

14 Ian Tod & Co. Ltd. 2013. Thorpe Maltings Design and Access

Statement 2013. Submitted to Tendring District Council on behalf of

Designated Heritage Assets

Conservation Area Designation History The Thorpe-le-Soken Station and Maltings Conservation Area was designated on the 26th March 1990. It was designated to meet concerns about the maltings and its late-Victorian setting, before the building was given Grade II Listed status. A review of the Conservation Area and public consultation was carried out by Tendring District Council in 2005-2006 and an Appraisal document was produced in March 2006. Proposals involving suggested changes, such as a reduction of the Conservation Area boundary, enhancement work and Article 4 Directions were included in the appraisal, though it was recognised that the town or parish councils did not support some of these suggestions. As a result, no formal reduction of the Conservation Area boundary was adopted and the boundary remains the same when it was designated in 1990.

Listed Buildings

The maltings building was Grade II Listed on 27th October 1998 (List UID: 1385961). The listing description of the building was written at that time and the building has since become considerably more dilapidated. The maltings were built between 1874 and 1878 by Robert Free, the maltings industry innovator and comprised of two halves, the western half for the production of crystal malt and the eastern half for pale malt. This dual production of two types of malt for the brewing industry on one maltings site was unique within the region. No other maltings showing the double use of crystal and pale malt so distinctively are known to survive.¹⁵

The two brick-built linear ranges of the maltings are 30 bays in length, aligned west to east and two storeys in height. They originally had an attic level, which has now mostly been lost. It is built in Flemish bond of yellow brick with red brick details and dressings. The building was constructed in a pier and panel technique visible on the external elevations and comprises thirty bays of yellow brick panels flanked by red brick piers. The roof structures were originally all of timber covered with slate. Two weather-boarded lucam hoists were incorporated into the building's southern façade, with a third added later. After closure in 1983 the maltings lay unused and empty until the buildings were purchased in 1988 by Rosegrade Ltd.¹⁶

The building is in a severely dilapidated condition, with the eastern range being propped up with scaffolding, while plant growth covers the façade in some areas. This part of the building is missing its roof and internal floor levels, with the external walls forming an empty shell. The floors, drying towers, collapsed roof structure and the unstable brick gable

PLACE SERVICES

pe-le-soken-market-1968-online

^{2.3} Heritage Assets

¹⁵ Historic England. Maltings to the West of Railway Station, Thorpe-le-Soken Essex. List Entry Number: 1385961. Listing description (accessed 21/10/19)

¹⁶ Ian Tod & Co. Ltd. 2013. *Thorpe Maltings Design and Access Statement 2013*. Submitted to Tendring District Council on behalf of Rosegrade Ltd.



at the eastern end of the eastern range were removed in 2009, due to the danger of collapse. Prior to this, a programme of archaeological building recording was undertaken in 2008, to fulfil a condition of planning consent for the work. The building recording included a photographic survey, with specific high-level access to the roof structures of the drying towers.¹⁷

The western range roof structure survives in part, but in a poor condition, though in general more historic fabric survives in-situ in the western range than in its neighbour, while the building is currently surrounded by hoarding.

17 Katherine Sather & Associates. 2008. *Thorpe Maltings, Thorpe-le-Soken, Tendring, Essex. Archaeological Building Recording.* Unpublished client report for Rosegrade Ltd.



Figure 10 The eastern range of the maltings





Figure 12 A photograph taken in in 1991, showing the interior of the maltings, with cast iron columns, a floor surface of setts and timber structure of the first floor (Essex County Council)



Figure 9 Thorpe-le-Soken Maltings with the eastern range in the foreground



Figure 11 The western range of the maltings



Non Designated Heritage Assets

The King Edward VII public house and its associated outbuildings were built in 1901, the coronation year of Edward VII, though both appear on the OS mapping for the first time in 1923. The pub served as a railway inn to take advantage of the custom provided by the railway passengers. It is perhaps an indicator of the slower and more rural nature of the Thorpe-le-Soken area in the late nineteenth century, that the railway had been established for thirty-five years before a railway inn was a suitable investment. The building has a symmetrical design and is located in a position of prominence, in an elevated position, overlooking the eastern end of the railway yard and it is an important building within the Conservation Area. It makes a significant contribution to the character of the Conservation Area and historically it was a popular meeting place for those attending the market, which operated in front of the building and extended to the south-east towards Station Road. The building and its associated stable/coach house have group value with the Maltings and the Station, as the public house became a focal point for the commercial, railway and industrial aspects of the area. Following the pub's closure the pub building was used for mixed residential and commercial purposes, while the land to the west and the stable building were initially used as a repair yard for agricultural machinery and then as a vehicle scrap yard.

The public house is built of red bricks, with rubbed brick details and has a slate covered roof. The façade is decorated with pilasters, string courses, pedimented gables and ball finials and there is an ornamental iron balcony at first floor level. To the west of the public house are the associated stables, coach house and other outbuildings, which form a range of brick-built, one and two storey structures, with a slate roof. Together the buildings are arranged around a yard to the rear of the public house. The inn and its associated outbuildings are no longer in use and in a poor condition. The public house appears structurally sound while the coach house and stables are in a more serious state of deterioration. The area in front of the public house has become overgrown, while the yard behind, between the public house and its outbuildings is overgrown. Together the buildings and the yard form an inter-related group which provides coherent evidence for past activities at the site.



Figure 13 The façade of the King Edward Public House



Figure 14 Rear aspect of the King Edward Public House



Figure 15 The stables and coach house on the left behind the public house



Figure 16 The stables and coach house of the King Edward Public House



Thorpe-le-Soken Station Master's House was built in 1866 by the Tendring Hundred Railway. It is a modest building, of two storeys in height, built of red brick with a sill band and dressings in gault brick and segmental stone lintels to the windows. It has a slate-covered hipped roof, with timber brackets at the eves. The building is adjacent to the disused northern platform of Thorpe-le-Soken Station. It would have originally housed a station master and his family, who would have resided there, perhaps mainly on the first floor, with public areas, such as a waiting room, ticket office and access to the platform on the ground floor. The building lay abandoned and unused after the station ticket office was closed and an automated ticket buying facility was introduced. By 2006 the building had been restored, converted to residential use and re-occupied.



Figure 17 A photograph of the unused station master's building, taken in the 1990s



Figure 18 A photograph of the station master's building today after refurbishment and reuse as two residential properties



Figure 19 The Station Master's House looking northeast from the active station platform





Thorpe-Le-Soken Signal Box

Thorpe-Le-Soken station has an island platform to the south of the redundant northern platform. Current station buildings, such as waiting rooms and staff offices are situated on the island platform with a disused signal box. When laid in the 1860s, the railway line originally consisted of a single track and this was increased to two tracks in the 1880s. The island platform was added as part of this expansion and it appears on the second edition OS mapping (c 1888), as does a structure on the new platform in the same location as the existing signal box and it is likely that the building is of this date.

Figure 20 The signal box on Thrope-le-Soken's island platform



Figure 21 Thorpe-le-Soken railway bridge

Figure 22 A detail of the railway bridge

Harwich Road Railway Bridge is shown on the 1st edition OS map of c1869. It has an east and west brick-built pier on either side of the road, constructed of red bricks in English garden wall bond. The span of the bridge is made of cast iron composite beams and plates, riveted together. When laid in the 1860s the railway line originally consisted of a single track. But by the 1880s this had increased to a double track and the island platform was built at Thorpe-le-Soken. It is possible that the iron span was added at this time.



2.4 Archaeological Potential

A building appraisal of the maltings was carried out in 2001¹⁸ to assess the condition of the buildings, in which It highlighted the integrity of many of the original internal features despite some deterioration of the building's structure. A further programme of archaeological building recording was carried out in 2008.¹⁹ prior to the removal of the drying towers and collapsed roof and the unstable gable to eaves level. The survey found that the continued deterioration of the building had resulted in the loss of some features, however the building retained its significance due to the number of extant surviving features and connection with the important innovator Robert Free.

An evaluation undertaken to the rear of the maltings in 2017 recovered post-medieval masonry remains indicating ancillary shed-like structures; which corresponded with buildings on historic mapping.²⁰

Excavations in the north of the Conservation Area in 2017 identified prehistoric and post-medieval finds including masonry remains associated with former outbuildings; however, the stratigraphy encountered indicated extensive truncation in some of the trenches. There is potential for archaeological deposits in certain areas within the Thorpe-le-Soken Station and Maltings Conservation Area which have not been disturbed or destroyed by the present structures.

The geology of this area, London Clay, is conducive to the survival of bone and ceramics, and there is the potential to the south of the Conservation Area for paleoenvironmental deposits associated with the alluvium from the valley of Holland Brook.

¹⁸ Essex County Council Field Archaeology Unit 2001. Thorpe Maltings, Thorpe-le-Soken, Tendring Essex. Historic Building Appraisal (Garwood, A. and Letch, A. Authors)

¹⁹ Kathryn Sather & Associates, 2008. Thorpe Maltings Thorpe-le-Soken, Tendring. Archaeological Building Recording. OASIS ID: kathryns1-62721

²⁰ Archaeology South East 2017. Archaeological Evaluation by Trial Trenching, Thorpe Maltings, Thorpe-le-Soken. Site code TSTM17

3.0 Character and Appearance

3.1 Summary of Special Interest

The overall distinctive historic character of the Thorpe-Le-Soken Station and Maltings Conservation Area is as a nineteenth century railway and industrial complex, but within a rural setting. The Conservation Area encompasses a distinctive collection of nineteenth and early twentieth century buildings. These embody the commercial and social changes resulting from the opening of the railway over a hundred and fifty years ago. The railway connected the village of Thorpe-le-Soken (situated approximately 700m to the north), with Colchester and the coast at Frinton-on-Sea and Walton-on-the-Naze. As was the case with many railway ventures, the construction of the line and its various stations through this part of rural Essex was a speculative development. As a result, the station was modest in size and built to an established pattern adopted by the Tendring Hundred Railway and intended to serve a rural community.

The most prominent of the buildings within the Conservation Area is the maltings, which was constructed at this location to take advantage of the opportunities offered by the Tendring Hundred Railway, for supply and distribution. The Thorpe-le-Soken Maltings were innovative in that two types of malt were produced on an industrial scale, within the purpose-built building. No other maltings showing the double use of crystal and pale malt so distinctively are known to survive²¹. The maltings are also significant due to their connection with Robert Free who formed Free Rodwell and Company Ltd and by the end of the nineteenth century, the company had seven maltings. Together with Thorpe-le-Soken Maltings, they represented the technological peak of the malt production industry. The railway continued to provide the impetus for development within the Conservation Area into the early twentieth century. The opening of the King Edward VII Public House in 1901 is evidence for the extent to which visitors were traveling by rail to Thorpe-le-Soken, many of who came to visit the market that was held on the area of open land to the east of the public house. The area around the maltings became a popular destination and in particular the market and the pub were once a focal point for the local community. The pub is a local landmark and is still fondly remembered within the local area. The workers cottages on Edward Road represent the continued growth and prosperity of the maltings and the immediate locality. The character of the Conservation Area is therefore typified by mid to late Victorian era railway, industrial and domestic architecture, within a rural setting. Together, the stock of differing buildings within the Conservation Area forms a interconnected and unified group.



²¹ Historic England. Maltings to the West of Railway Station, Thorpe-le-Soken Essex. List Entry Number: 1385961. Listing description (accessed 21/10/19)



3.2 Character Appraisal

Land usage

The Conservation Area has a variety of uses and functions and can be divided into two parts, based on function. The first is the historic, commercial and industrial core, centred on the maltings and the railway, which includes the King Edward VII Public House and the site of the former market. The second area is centred on the residential development along Edward Road on the southern side of the railway tracks.

The Historic Core

The maltings buildings and the King Edward VII Public House are currently unused. The buildings are owned by Rosegrade Limited, who are in the process of producing a proposed scheme for the development and reuse of the buildings. At the centre of the Conservation Area is the Station and its car park. The land on which the station is situated is owned by Network Rail and leased by Greater Anglia, while the station car park is managed by National Car Parks. The car park forms a sizable open space at the centre of the Conservation Area and is flanked by the railway station on the south side and the maltings to the north. This historic core is therefore characterised by the architecture of the industrial and railway buildings, along with the former public house and market area.



Figure 23 The view west from the station car park



Figure 24 The view east from the station car park.



Figure 25 The station Masters House with the signal box of Thrope-le-Soken station behind



Maltings

and dressings.

The maltings building is the foremost feature of heritage value within the historic core and also has the most dominant presence within the Conservation Area. But currently its aesthetic and architectural value is difficult for the observer to appreciate as much of the building is obscured by scaffolding, hoarding or foliage, while other distinctive elements, such as the roof and its drying towers, are no longer present. The building retains architectural features typical of mid-Victorian industrial buildings, with walls composed of yellow brick in Flemish

bond, with piers, details and brick details









The Station

1 1 1

Within Thorpe-le-Soken station there are two notable and prominent buildings which enhance the character of the Conservation Area. These are the former Station Masters House and the Signal Box. The Station Master's House has distinctive, mid-Victorian detailing with rounded arches, stone lintels and yellow brick door and window surrounds. The original timber windows have been replaced with modern UPVC, and these detract from the character of the Conservation Area. The canopy, over the now-disused platform survives, along with the decorative timber dagger-boarding.

The two storey signal box, probably built by the Great Eastern Railway, is likely to date to c 1888 or shortly after. It is built on a brick base at ground floor level. The first storey level is glazed with large timber windows with surviving original ironmongery and an external walkway to enable the cleaning of the glass. Other single-storey railway structures are situated on the active railway platform and these make a positive contribution to the Conservation Area. There are architectural details such as the original fenestration of the station buildings, or the cast iron brackets which bear the monogram of the Great Eastern Railway, which took over the operation of the railway line in 1888.



At the eastern end of the station area is the area of the former market, part of which has been redeveloped with commercial buildings. These modern buildings have been built with a brick plinth, black painted weatherboarding and tiled roofs, to reference the form and appearance of a traditional Essex agricultural building. No earlier, historic weather-boarded, barn-like structures were historically know to have been located within the Conservation Area. The buildings can be considered to have a neutral effect on the character of the Conservation Area.

King Edward VII Public House

The area around the King Edward VII Public House has become overgrown, which has reduced the building's visibility from the rest of the Conservation Area, yet it still remains a prominent building and glimpses of it can be seen from within the historic core. The building is in a characteristic, Edwardian style, with decoratively embellished south-eastern and north-eastern principal facades. It is constructed of red brick in English bond, with a light-coloured cement mortar and a slate roof.

The decorative elements of the building provide a distinctive architectural pallet, executed to a high standard. Such character defining features could influence future development within the vicinity of the building and the historic core of the Conservation Area. An elaborately worked wrought iron balcony dominates the main façade and this has a bulbous rounded shape at its base. This distinguishing shape to a balcony is thought to have been designed in order to accommodate the full dresses that were



Figure 26 The commercial buildings built on part of the former market site



Figure 27 Details of the King Edward VII Public House



















worn by Edwardian ladies at the time. The balcony has cast iron brackets and there are two slender pillars supporting it at the front of the building.

The windows within the principal facades have horns on their upper sashes. There are decorative, moulded brick surrounds to the windows with pilasters and bricks laid with finer pointing, while the main facade has leaded window light and coloured glass above the doors and windows. The north-east façade has a bay window, while there are rubbed brick lintels, recessed brick panels below windows and decorative terracotta tiles are also used. The upper parts of the building are decorated with stone baubles.

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The rear, or north-western, façade and the and south-western façade are more understated, though a combination of straight and segmentally-arched, rubbed brick lintels are used above the sash windows.

To the rear of the public house the former stables and coach house also contribute to the distinctive historic character of the Conservation Area through their architecture and appearance. The building forms one range, with a slate covered roof that varies in height. Window openings on the ground floor have segmentally arched brick lintels, while the upper level windows are just below eaves level. The windows themselves have numerous glazing bars and are characteristic of the type used in stable buildings. A loading loop with a triangular brick pediment is situated in the centre of the main part of the building, presumably to allow hay to be loaded into the upper floor. The stables range is in a poor condition.

Figure 28 Former stables and coach house



Edward Road

The character of the Conservation Area alters along Edward Road, where residential development was completed at the turn of the nineteenth to twentieth century. A terrace of two-bay cottages was built along the northern side of the newly formed Edward Road. The use of the name Edward would suggest that the date for the development corresponds to that of the public house, which was named to commemorate the coronation of King Edward VII in 1901.

The entrance to the Edward Road from Station Road is flanked by a pair of narrow, single-bay, semi-detached dwellings. Although the private residential properties have undergone alterations to their appearance, reflecting the tastes of their owners, they retain much of their original character and appeal. The buildings were brick-built in Flemish bond, with stone lintels and sills to the ground floor windows, while the windows of the first floor continued into the roof space with a half-dormer. The most unaltered example is perhaps Number 3 Edward Road, which has exposed original brickwork, a slate-covered roof, four-pane sash windows with horns and decorative ridge tiles.

An attempt to replicate the character of the Edwardian buildings has been recently made in a new development at the western end of Edward Road, where a brick-built terrace has been built within the Conservation Area. The new buildings have stone dressings to the windows and half dormer windows to the first floor. The use of slate rather than ceramic tile as a roofing material would have perhaps been more in keeping with the character of the Conservation Area (though many slate tiles have been replaced with ceramic examples on the original buildings), but in general the form, massing and appearance of the new buildings is sympathetic to the Conservation Area.



Figure 29 Semi-detached dwellings flanking the entrance to Edward Road from Station Road



Figure 31 Edward Road looking east



Figure 30 A glimpsed view of the chimneys of the Edward Road buildings



Figure 32 Number 3 Edward Road



Figure 33 A new residential development at the western end of Edward Road







Landscaping

Boundary treatments

There are a variety of boundaries within the Conservation Area. The boundaries within the historic core include the boundary of the station, which changes from a wire fence with concrete posts to steel railings. On the opposite side of the station carpark the maltings are bounded by temporary wire fencing. Both these examples of boundary treatment detract from the character of the Conservation Area.

The boundary of the market buildings makes a neutral contribution to the character of the Conservation Area. A hard boundary in the form of a brick wall, and a soft boundary or hedge are used. The brick wall is built in stretcher bond and has inverted arches between brick piers, with a double course of tiles used below the coping. Although the use of brick is in keeping with the character of the Conservation Area, a wall of this design, in stretcher bond does not have a precedent at Thorpe-le-Soken Maltings.

The bridge over Station Road includes a substantial brick abutment with an adjoining wall which extends into the Conservation Area. Overall this provides a prominent and distinctive boundary of red brick in Flemish bond.

Elsewhere, soft boundaries of foliage or well-kept hedges are evident and have a neutral effect on the character of the Conservation Area. On Edward Road modern timber fences have been erected near the junction with Station Road, which are a more suburban form of boundary treatment. These form the boundaries of the rear gardens of semi-detached dwellings. Front gardens are scarce in the Conservation Area, with only two prominent examples on Station Road, both of which have modern front walls of varying martials. The focus of future planning decisions in relation to boundary treatments, towards a coherent form, either brick-built walls or well-tended hedges, would help to preserve or enhance the appearance of the Conservation Area.



















Built forms

The maltings are an extensive built form within the Conservation Area, being over thirty bays in length. Originally the roof was greater in height with drying towers at the centre of the building, though the majority of the building is two storeys in height, plus an attic level. The commercial buildings now on the site of auction buildings associated with the former market are also of a significant scale, replicating agricultural barns in both appearance and size. Single storey and two storey buildings are located at the station, while the residential buildings on Edward Road are modest in size and two storeys in height.

The built forms that define the character of the Conservation Area are varied, according to the phases of development. The earliest buildings, being the station and the maltings represent a momentous development towards the areas of industry and infrastructure, with the maltings in particular dominating the area. The later residential development is more modest in scale.

Examples of architectural styles to be found within the Conservation Area include the striking mid-Victorian buildings of the maltings and station, to the highly decorative and elaborate Edwardian building of the public house. The stables and coach house behind the King Edward VII Public House are characteristic of late nineteenth to early twentieth century utilitarian buildings associated with the era of horse drawn travel. The domestic buildings of Edward Road are in a well-established, domestic style while the commercial buildings on the site of the market represent a modern interpretation of a traditional style of Essex agricultural building.

Brick predominates as a building material, along with the use of slate for roofs and decorative ridge tiles on domestic buildings. Varying colours of brick are used to achieve decorative effects in the Station Master's House and the maltings. The Station Master's House also incorporates stone sills and lintels. The King Edward VII Public House includes decorative ceramic tiles, orange rubbed bricks, terracotta tiles and stone baubles. Timber window frames survive in the public house, while the buildings of the maltings and the houses on Edward Road would also have had timber window frames. Certainly in the latter case, these would have been timber sash windows, with horns to the upper sashes and one complete set of such windows survived on a house in Edward Road. Most examples here have been lost and replaced with UPVC, which has a detrimental impact on the special character and appearance of the Conservation Area. The careful application of controls in planning applications for changes to fenestration, or specifications for new buildings within the Conservation Area, could result in the reestablishment of sash windows as a predominant form and so enhance the area's special character.



3.3 Views

Key views are identified on Figure 34. The views included are a selection of key views; this list is not exhaustive and there are numerous other views of significance. Any proposals for development within the Conservation Area, or its environs, should consider the views below and any others which may be relevant or bespoke to that proposal. It is also notable how these views alter in character between winter and summer months which must be taken into account.

Viewpoint 1

From the south, a sweeping, long-distance view of the Thorpe-le-Soken Station and Maltings can be gained from the same road, looking north, across the open fields, which form the setting of the Conservation Area. The Conservation Area can be perceived to be lying within its valley in the rural landscape. On a clear day the maltings, the King Edward VII Public House and the station buildings can be clearly seen. Prior to its loss, the tall roofs of the maltings' drying towers formed a prominent landscape feature that could be appreciated from this viewpoint.

Viewpoint 2

For those arriving at the Conservation Area from the station there are long distance, panoramic views that can be perceived from the foot bridge, which is the only means of access and egress from the station platform. The view south from the foot bridge takes in the open landscape of the Conservation Area's setting, while to the east, a view across the entire station complex can be appreciated. The view north from the foot bridge allows a comprehensive view of the Listed maltings building. To the north-east the King Edward VII Public House can be seen on the rise in the topography, behind the east wing of the maltings. The market area and its new buildings and the open space of the station car park can also be seen from this vantage point.

Viewpoint 3

The hill upon which the King Edward VII Public House is situated affords views south, across the Conservation Area and the wider landscape beyond. The Station Master's house and the signal box are clearly visible, with a backdrop of open agricultural land behind up to the horizon.

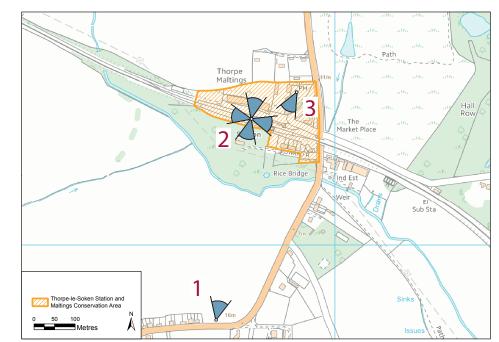


Figure 34 Views map



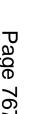






Figure 36 Viewpoint 2 looking south from the station footbridge



Figure 37 Viewpoint 2 looking east from the station footbridge



Figure 38 Viewpoint 2, looking north-east



Figure 39 Viewpoint 2 looking north-west



Figure 40 Viewpoint 3 looking south

Figure 35 Viewpoint 1



3.4 Setting

A heritage asset's setting is defined in the National Planning Policy Framework (NPPF) as "The surroundings in which a heritage asset is experienced. Its extent is not fixed and may change as the asset and its surroundings evolve. Elements of a setting may make a positive or negative contribution to the significance of the asset, may affect the ability to appreciate that significance or may be neutral."

All heritage assets have a setting, whether designated or not, although the setting itself is not designated. The importance of a setting is dependent on the contribution it makes to the significance of the heritage asset and the appreciation of its significance.

In the case of the Thorpe-le-Soken Station and Maltings Conservation Area, the wider setting of the heritage asset is distinctly rural in nature. It is within this rural landscape, the railway and subsequently the maltings were established and later the market evolved, as the area became a focal point for commerce, train travel and industrial production. The area is generally surrounded by open fields on all sides, with only a few residential buildings to the south-east, along with the Rice Bridge Industrial Estate to the east. To the south, within the setting of the Conservation Area, Station Road is carried over Holland Brook by Rice Bridge. Holland Brook is discernible from some distance away, as a line of foliage at the lowest point in the surrounding countryside. Rice Bridge is a brick-built structure, built of both black and red bricks, with a coping of double-bullnose engineering bricks. These are both prominent landscape features within the Conservation Area from the south. Outside the Conservation Area boundary, but within this part its setting and fronting Harwich Road, is the Grade II Listed

Ricebridge Cottage (List UID: 1337143), an eighteenth-century timber framed and plastered rural cottage with a thatched roof.

There are features within this rural setting that are noteworthy. Running to the east, from a junction with Station Road is Thorpe Park Lane, which is a narrow, metalled lane, overhung with mature trees, which runs parallel with the rail tracks, before diverting from them. It eventually leads to the Grade II Listed Thorpe Park Farmhouse, a Grade II Listed seventeenth-century, timber-framed house with early nineteenth century alterations (List UID: 1307196). The farmhouse and its access lane (which was probably altered with the coming of the railway) are representative of the established, agricultural landscape and its community, within which Thorpe-le-Soken Station and Maltings were developed.

In the wider setting to the north of the Conservation Area is the estate of Thorpe Hall, a Grade II Registered Park and Garden (List UID: 1000521). The Manor of Thorpe Hall dates to the middle ages and while the estate and Hall are managed and in single corporate ownership, it is thought to be unoccupied.

A group of new residential dwellings are situated in the immediate setting to the north of the Conservation Area. These are no more than two storeys in height and although modern in design, generally the materials that have been used are in keeping with the character of the Conservation Area, with brick walls to the front garden and a weather boarded outbuilding.





Figure 41 The setting of the Conservation Area to its south



Figure 42 The fields running down to Holland Brook, in the setting to the south of the Conservation Area



Figure 43 New buildings to the north of the Conservation Area Boundary



Figure 44 Rice Bridge and the open rural landscape to the south of the Conservation Area

Figure 45 Holland Brook, from Rice

Bridge



Figure 46 The view east along Thorpe Park Lane, which leads to the Listed Thorpe Park Farmhouse



Figure 47 The King Edward VII Public House visible through the new buildings to the north of the Conservation Area



4.0 Opportunities for Enhancement

4.1 Heritage at Risk

The Thorpe-le-Soken Station and Maltings Conservation Area is on the Historic England Heritage at Risk register and its condition is considered to be 'very bad', while Its vulnerability is listed as 'high' and the trend is towards 'deteriorating significantly'.

Being a Grade II Listed building, rather than Grade II* or Grade I, the maltings building is not included on Historic England's Heritage at Risk register. Yet the building is a unique heritage asset of significance and is in a very poor condition.

The Conservation Area is facing a number of issues, the most pressing of which is dereliction. The maltings, the King Edward VII Public House and its curtilage buildings are in a poor condition and unoccupied. A large proportion of the Conservation Area is therefore underused, although there still remains the potential for buildings and areas to be brought back into use.

A significant portion of the maltings building has been lost through dereliction since the area's designation in 1990. The building is Grade II Listed and as a designated heritage asset, its future survival is at risk. The eastern range in particular has been reduced to a shell after its floors, drying towers, roof structure and the eastern brick gable were removed in 2009, due to the danger of collapse. The western range is also in a very poor condition, though in general more historic fabric survives in-situ. However, the continued loss of original fabric and in-situ architectural details through dereliction is a cause for concern.

The King Edward VII Public House appears to be in a better condition than the maltings, though its unused state and its overgrown surroundings present a picture of abandonment, similar to that of the maltings. The stable and coach house building which is located within the curtilage of the public house are also in a state of decay, with structural problems.

The poor condition and lack of use of these buildings is having a detrimental impact on the appearance of the Conservation Area, though its significance and historic character remains. The state of the buildings means that they are increasingly vulnerable to further collapse or demolition, particularly if the Conservation Area becomes the focus of new development. The loss of the derelict buildings within the Conservation Area would result in harm to its significance.



Figure 48 The Edward VII Public House viewed from the northern approach road to the station



Figure 49 The stable and coach house building



4.2 Public Realm

The Conservation Area is located adjacent to the main approach from the south towards the village of Thorpe-le-Soken, which is situated roughly 600m to the north. The Conservation Area also forms a gateway for those arriving at Thorpe-le-Soken by train. As passengers arriving at Thorpe-le-Soken leave the station, the dilapidated building, surrounded by hoarding and scaffolding is the first structure encountered.

Some signs around the historic core of the Conservation Area appear to be redundant, or have lost their lettering and become illegible and could be removed or replaced. Temporary works in this area have also resulted in plastic cones, barriers, plastic piping and other items which have been left and which harm the area's character. The area would be enhanced through a consistent approach to the design of lampposts, signage and bollards, particularly in the historic core around the station and maltings.

The approach to Thorpe-le-Soken from the south along Station Road provides another gateway into the Conservation Area. Although the historic buildings are not initially visible from the road, the new commercial buildings on the site of the former market buildings have a presence on this route and indicate the boundary of the Conservation Area. Station Road has two bus stops situated close to the north-eastern boundary of the Conservation Area, which provide access to the Conservation Area and station. The road currently has a speed limit of forty miles per-hour, and no pavements on its eastern side, which makes crossing the road to and from the southbound bus stop difficult. To the south, cars are often parked in the area below the railway bridge, perhaps in order to avoid the parking fees at the station car park. This results in a choked area of pavement on the edge of the Conservation Area.



Figure 50 The view of derelict buildings of historic interest, on the opposite side of the station car park, which greets visitors arriving by train at the railway station



Figure 51 Buildings within the Conservation Area, beside the approach to the village of Thorpe-le-Soken from the south



Figure 52 The bus stop on Station Road

Figure 53 Cars parked under the rail bridge on the edge of the Conservation Area





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5.0 Management Proposals

As described in the previous chapter, there are a wide range of issues facing the Thorpe-le-Soken Station and Maltings Conservation Area, many of which share common themes. This Chapter seeks to recommend management proposals which address these issues in both the short and long term.

5.1 Positive Management: Short Term

The positive management of the Conservation Area in the short term should focus on good practice and improved ways of working within the local planning authority. These are generally low cost and can be implemented within a short time-frame, typically within one or two years.

Local List

Thorpe-le-Soken Station and Maltings would benefit from the Local Planning Authority adopting and maintaining a comprehensive Local List in order to recognise buildings of local architectural or historic interest and better preserve its historic environment. A Local List identifies buildings and structures of local architectural and/or historic interest, and these are considered to be 'non-designated heritage assets' under the provisions of the NPPF. A Local List may be beneficial to ensure the upkeep of buildings which are significant to the history and character of Thorpe-le-Soken. The exercise would also facilitate a greater understanding of the area and could be utilised as a public engagement strategy to improve awareness and understanding. There are certainly buildings within the Conservation Area which are of sufficient quality and historic interest to be considered for local list status. These are:

- The King Edward VII Public House and associated stables and coach house
- Thorpe-le-Soken Station Masters House
- Thorpe-le-Soken Station Signal box.

Enforcement

Where the necessary permission has not been sought for alterations, such as advertising signage and building alterations which are not contained within the General Permitted Development Order, the Local Planning Authority's powers of enforcement should be considered. This could assist in reinstating any lost character or architectural features whose loss may have a negative cumulative effect on the Conservation Area, as well as avoiding a precedence being set for similar, uncharacteristic works.

General Maintenance: Public Realm and Highways

Through the agreement of a standard good practice within the Conservation Area between relevant Local Authority teams and other landowners, long term goals can be set to promote good design within the public realm, such as ensuring that excessive road markings are avoided, highways are maintained and that signage is kept minimal and clear, as well as agreeing a standard street furniture to ensure consistency over time as elements are introduced or replaced. This will have a long term positive impact on the Thorpe-le-Soken Station and Maltings Conservation Area.

A positive working interdepartmental relationship is key to improving the public realm and highways. Planning and Highways can work together to agree standard good practice within a Conservation Area such as avoiding excessive signage and where necessary using narrow road markings.

Boundary review

The Conservation Area boundary has been revised within this appraisal in accordance with the NPPF (2021) and Historic England Advice Note 1 Conservation Area Appraisal, Designation and Management (2018). In general the boundary was robust and only the alteration of the boundary to exclude a small area of scrub on the southern edge of the Conservation Area is proposed.

Public Realm

Whilst replacing all inappropriate street furniture is an optimum solution it is acknowledged that this is an expensive project to undertake. There are numerous other short-term solutions to this problem. A positive working interdepartmental relationship between the Local Authority and the various stakeholders is key to improving the public realm. The Highways Department and Network Rail should be engaged to conduct an assessment of existing signage within the Conservation Area with the view to 'de-clutter' the historic environment. Other case studies have found this was a cost-neutral exercise due to the scrap value of signage and posts. Planning and Highways should work together to agree standard good practice within the Conservation Area such as avoiding excessive road markings and where necessary using narrow road markings. The various stakeholders at Thorpe-le-Soken Station and Maltings could be encouraged to work together to agree on subjects such as standard street furniture, to ensure consistency over time as elements are introduced or replaced.

Heritage Statements

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In accordance with the NPPF (Para.194), applicants must describe the significance of any heritage assets affected, including any contribution made by their setting. The level of detail should be proportionate to the assets' importance and no more than is sufficient to understand the potential impact of the proposal on their significance.

All applications within the Conservation Area and immediate setting require an appropriately detailed Heritage Statement. Any application without a Heritage Statement should not be validated.

The key views analysed within this document are in no way exhaustive. The impact of any addition, alteration or removal of buildings, structures, tree's or highways on key views should be considered to aid decision making. This includes development outside the conservation area. Where appropriate, views must be considered within Design and Access or Heritage Statements. This should be in accordance with Historic England's Good Practice Advice in Planning Note 3: The Setting of Heritage Assets (March 2017). Applications which fail to have assessed any impact upon views and setting should not be validated.

Tree Management

Trees that are either located in a conservation area or covered by a Tree Preservation Order or planning condition have a degree of protection. Where a tree is protected consent must be given by the council in writing before any works can be undertaken, including cutting down, uprooting, topping, lopping, severing roots, wilful damage or destruction. Where trees contribute to local amenity and the character or appearance of the conservation area their retention and appropriate management will be encouraged. If felling is necessary due to the condition of the tree (dead, dying or dangerous) then an appropriate replacement tree should be planted.

Improved understanding and awareness

At present there is no interpretation (information boards, signage, interactive QR Codes) within the Conservation Area, aimed at improving public awareness of the historic significance of the area. The introduction of information boards would be one effective way to enhance the wider

understanding of Thorpe-le-Soken Station and Maltings and the significance of the Conservation Area.

Public Resources

The preservation and enhancement of private properties can be improved through the publishing of resources aimed to inform property owners and members of the public. An introductory summary of the Conservation Area Appraisal in the form of a leaflet or factsheet(s) is a simple way to communicate the significance of the area and ensure members of the public are aware of the implications of owning a property within a conservation area. In addition, a maintenance guide would assist property owners in caring for their property in an appropriate manner. A single Good Practice Design Guide on standard alterations such as signage, windows, doors, rainwater goods, boundaries and roof extensions will ensure inappropriate development does not continue to be the accepted norm.

Poor maintenance leads to the deterioration of the fabric of the built environment and results in a loss of architectural details. Improved awareness of simple maintenance and repair would be conducive with the preservation of Thorpele-Soken's built heritage.





5.2 Positive Management: Long Term

Appraisals

It is important that the Conservation Area is reviewed every five years to monitor change and inform management proposals.

New development potential

It is recommended that the Local Authority undertakes a proactive approach to unlocking the abandoned historic buildings or redevelopment, including consideration of the use of tools such as the preparation of Development Briefs, Design Codes, and potentially Compulsory Purchase and land assembly to bring them forward for regeneration. This could be combined into a single project and adopted policy document.

The Conservation Area presents many opportunities for new and inspiring development. In particular a development that would include the refurbishment and reuse both the Maltings and the King Edward VII Public House and their surrounding areas. However, a sensitive, successful and viable scheme has yet to be found, as the significance of the Listed building and the Conservation Area raises a number of challenges, which increase the complexity of any proposal. Yet the scale and rail-side location of the Maltings building could potentially offer great opportunities for local regeneration and economic growth.

There may be some pressure to focus on a wholly residential use for the Maltings and a residential development may

provide major returns, which would need to be channelled back into the restoration of the historic buildings. However, other options or a mix of uses could also be considered. The following two case studies provide a brief account of the development of two former industrial sites. The circumstances and the setting of both cases is somewhat different to that at Thorpe-le-Soken and both were not without significant challenges. Yet they demonstrate workable approaches to the redevelopment of an abandoned nineteenth century industrial site, with a view towards mixed use and local regeneration.

Salisbury Maltings

In 2019 Wiltshire Council submitted a Masterplan for the redevelopment of the former maltings in Salisbury along with an area of car park.²² The Salisbury scheme proposed a mixture of uses including residential, retail and a cultural quarter, integrated with a framework of interrelated public access routes, including pedestrian and cycle routes and a coach park. Retail unit sizes were a mix of major shop units and a majority of smaller store units. A new location for the Salisbury Library within the development is also included in the scheme. A process of public consultation was undertaken in 2017. The constructive debate that followed was an important aspect, which allowed the public and the developers to recognise the challenges and opportunities of

the scheme.23

Shrewsbury Flaxmill and Maltings

Another example at the Shrewsbury Flaxmill Maltings site incorporated Grade I, II and II* Listed buildings. Historic England took leadership of the Shrewsbury Flaxmill Maltings project in March 2014 and along with funds from the Department for Communities and Local Government and the European Regional Development Fund, Historic England provided the balance of funds to complete the project in 2015.²⁴ Extensive option studies were undertaken to consider a range of potential new uses. It was considered essential to find a new function that would ensure the viable, long-term use and maintenance of the site. Along with the commercial opportunities available as a result of the scheme, Historic England undertook a heritage skills programme during the construction works. An important consideration during construction was to minimise intrusive work to the historic fabric of the buildings, and use traditional materials and techniques wherever possible. The scheme resulted in a combination of one hundred and twenty new residential units, offices and commercial premises. The historic pedigree of the site is an asset for the site and the development provided the opportunity for tenants and investors to become the occupiers of the world's first iron-framed building and invest in the development of the remaining historic buildings. Opportunities for new build

²² Wiltshire Council, 2019. The Maltings and Central Car Park Masterplan. http://www.wiltshire.gov.uk/spp-spd-maltings-and-central-car-park-masterplan-2019-june.pdf

²³ Salisbury Civic Society. The Maltings http://www.salisburycivicsociety.org.uk/current-issues/the-maltings/

²⁴ Historic England Shrewsbury Flax Mill https://historicengland. org.uk/get-involved/visit/shrewsbury-flax-mill/



development on the land surrounding the historic buildings were also provided.

Options for development

The potential for regeneration at Thorpe Le Soken, including mixed use development adjacent to the railway station presents a number of options. A beneficial course of action would be the production of an Options Appraisal for the area and its surroundings, leading potentially to a masterplan and design code. With a view to this, engagement with Historic England, land owners and other stakeholders would be valuable.

Small scale developments

Smaller scale developments, such as applications for individual, detached dwellings are also viable within the Conservation Area. However any proposed scheme should be submitted as part of a detailed and full application, rather than an outline application. Only a full application, with details showing the materials, form and scale of the proposed scheme will allow the local authority to assess the impact on the character and appearance of a proposal. Any scheme will need to adopt an approach that considers the character of the Conservation Area, as described in this appraisal, in order to ensure the scheme does not have a detrimental impact on the special historic interest of the area.

The Council should guide development in a positive manner by:

• Engaging with developers at an early stage through the

Pre-Application Process to ensure modern development is high quality in design, detail and materials.

Seeking opportunities for developers to make a positive contribution to the wider historic environment through Section 106 Agreements.

Opportunities for enhancement

A clear opportunity to enhance the character and appearance of the Conservation Area would be through investment to improve the public realm. This can be achieved through a consistent approach towards an improvement of hard surfacing and street furniture.

There is also clearly opportunity for a substantial improvement to the character of the Conservation Area, through the renovation and reuse of the grade II listed maltings and the King Edward VII Public House and its associated outbuildings. The refurbishment and reuse of these historic buildings would also bring substantial benefits and enhancement to the Conservation Area.

Article 4 Directions

An Article 4 Direction is made by the local planning authority to restrict the scope of permitted development rights and can increase the protection of designated and nondesignated heritage assets and their settings. If an Article 4 Direction is in effect, a planning application will be needed for any development that would otherwise have been permitted development. Article 4 Directions are therefore a useful control in relation to any works that could threaten the character or special interest of a conservation area. An Article 4 Direction therefore helps to manage inappropriate change in Conservation Areas, and on key non-designated heritage assets included on the Local List.

There is currently no Article 4 Direction in effect within the Thorpe-le-Soken Station and Maltings Conservation Area. If the significance of a Conservation Area is considered under threat, or if significant development is likely within the area, leading to great change, an Article 4 Direction is strongly recommended to better preserve the Conservation Area's special interest.

Monitoring and Review

The long-term monitoring of the Conservation Area is recommended in order to assess any gradual changes or cumulative detrimental harm to the character of the area. Review documents assessing and identifying any threats to the character and special interest of the Conservation Area would be a useful tool in the long-term management of the Heritage Asset. This document should be updated every 5 years.



5.3 Funding Opportunities

There are four main funding opportunities which would assist in the execution of these plans:

National Lottery Heritage Fund

The National Lottery Heritage Fund is the single largest dedicated funder of heritage in the UK and therefore is the most obvious potential source of funding. Funding is often targeted at schemes which preserve, enhance and better reveal the special interest of the area whilst also improving public awareness and understanding. Grant opportunities and requirements change overtime, for up-to-date information on NLHF schemes Tendring District Council should consult their appointed Heritage Specialist.

Section 106 Agreements

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Planning obligations, also known as Section 106 agreements, can be used by the local authority to ensure any future development has a positive impact upon Thorpe-le-Soken Station and Maltings. These agreements could be used to fund public realm or site specific improvements.

Partnership Schemes in Conservation Areas (Historic England)

Partnership Schemes in Conservation Areas is a programme run by Historic England to target funding for the preservation and enhancement of conservation areas. As the name suggests, the scheme forms partnerships with local authorities (along with any additional funding partners) to facilitate the regeneration of an area through the conservation of its built heritage. The scheme makes funds available to individuals to enable them to carry out repairs or improvement works to their property to enhance the area. This would be suitable to preserve and enhance either the shop frontages or the architectural detailing.



6.0 Appendices

6.1 Legislation and Planning Policy

LEGISLATION/POLICY/ GUIDANCE	DOCUMENT	SECTION/POLICY
Primary Legislation	Planning (Listed Buildings and Conservation Areas) Act 1990	66: General duty as respects listed buildings in exercise of planning functions.72: General duty as respects conservation areas in exercise of planning functions.
National Planning Policy	National Planning Policy Framework (2021) DCLG	Section 16; Annex 2
National Guidance	National Planning Practice Guidance (2014) DCLG	ID: 18a
National Guidance	Historic England (2017) Historic Environment Good Practice Advice in Planning Note 3 (Second Edition): The Setting of Heritage Assets	
National Guidance	Historic England (2019) Statements of Heritage Significance Advice Note 12	
National Guidance	Historic England (2018) Conservation Area Appraisal, Designation and Management (Advice Note 1)	
Local Policy	Tendring District Council Local Plan (2007)	QL9 – Design of New Development QL11 – Environmental Impacts and Compatibility of Uses EN1- Landscape Character EN17- Conservation Areas EN20- Demolition within Conservation Areas EN21- Demolition of Listed Buildings EN22- Extension and Alterations to Listed Buildings EN23- Development within the Proximity of a Listed Building

PLACE SERVICES

6.2 Glossary (National Planning Policy Framework)

Term	Description
Archaeological interest	There will be archaeological interest in a heritage asset if it holds, or potentially may hold, evidence of past human activity worthy of expert investigation at some point. Heritage assets with archaeological interest are the primary source of evidence about the substance and evolution of places, and of the people and cultures that made them.
Conservation (for heritage policy)	The process of maintaining and managing change to a heritage asset in a way that sustains and, where appropriate, enhances its significance.
Designated heritage asset	A World Heritage Site, Scheduled Monument, Listed Building, Protected Wreck Site, Registered Park and Garden, Registered Battlefield or Conservation Area designated under the relevant legislation.
Heritage asset	A building, monument, site, place, area or landscape identified as having a degree of significance meriting consideration in planning decisions, because of its heritage interest. Heritage asset includes designated heritage assets and assets identified by the local planning authority (including local listing).
Historic environment	All aspects of the environment resulting from the interaction between people and places through time, including all surviving physical remains of past human activity, whether visible, buried or submerged, and landscaped and planted or managed flora.
Historic environment record	Information services that seek to provide access to comprehensive and dynamic resources relating to the historic environment of a defined geographic area for public benefit and use.
Setting of a heritage asset	The surroundings in which a heritage asset is experienced. Its extent is not fixed and may change as the asset and its surroundings evolve. Elements of a setting may make a positive or negative contribution to the significance of an asset, may affect the ability to appreciate that significance or may be neutral.
Significance (for heritage policy)	The value of a heritage asset to this and future generations because of its heritage interest. That interest may be archaeological, architectural, artistic or historic. Significance derives not only from a heritage asset's physical presence, but also from its setting.

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Local Heritage List Tendring District Council A7 APPENDIX H



Client Tendring District Council

Date: February 2024



Project: Tendring District Council Local Planning Authority: Tendring District Council



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Project Details

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Quality Assurance – Approval Status

Issue:3Date:05/02/2024Prepared By:Nicolas Page, Hector Martin & Tim MurphyChecked By:Maria KittsApproved By:Tim Murphy



Introduction

Local Heritage Lists

The National Planning Policy Framework (2023, Para. 195) outlines that heritage assets range from sites and buildings of local historic value to those of the highest significance, such as World Heritage Sites which are internationally recognised to be of Outstanding Universal Value. These assets are an irreplaceable resource, and should be conserved in a manner appropriate to their significance, so that they can be enjoyed for their contribution to the quality of life of existing and future generations.

Non-designated heritage assets are buildings, monuments, sites, places, areas or landscapes identified as having a degree of heritage significance meriting consideration in planning decisions but which do not meet the criteria for designated heritage assets¹.

There are a number of processes through which non-designated heritage assets may be identified – one of which is the formation of Local Heritage Lists.

Local heritage listing is a means for a community and a local planning authority to identify heritage assets that are valued as distinctive elements of the local historic environment. It provides clarity on the location of assets and what it is about them that is significant, helping to ensure that strategic local planning properly takes account of the desirability of their conservation. Sometimes it may also help to identify adtional assets of high significance, which may warrant consideration for designation at the national level. The process of preparing a local heritage list not only allows communities to identify local heritage that they would like recognised and protected, but it is also an opportunity for local authorities and communities to work in partnership. Creating a local heritage list helps to improve access to clear, comprehensive and current information about the historic environment at the local level through resources such as Historic Environment Records (HERs) which can speed up the planning process².

Project Aims

In 2020 Tendring District Council commissioned Place Services to undertake a public consultation and assessment of a number of buildings, monuments, sites, places, areas and landscapes to determine whether they merited inclusion in a Local Heritage List.

This project will assist Tendring District Council make clear and current information on non-designated heritage assets accessible to the public and thereby provide greater clarity and certainty for developers and decision-makers.

¹ Planning Practice Guidance Paragraph: 039 Reference ID: 18a-039-20190723

² https://historicengland.org.uk/images-books/publications/local-heritage-listing-advice-note-7/heag301-local-heritage-listing/

Criteria

Irrespective of how they are identified, it is important that the decisions to identify buildings, monuments, sites, places, areas or landscapes as non-designated heritage assets are based on sound evidence³. As such, nominations have been assessed against criteria. The criteria are included in full in the next chapter which outlines the methodology used.

Consultation and Adoption

Two consultation periods will be undertaken between 2021 and 2024. An initial consultation period on the proposed criteria and methodolody (Stage 1) was carried out in 2021. Feedback was positive and any relevant comments have been incorporated into this document.

A further period of consultation will be undertaken in 2024 (Stage 2) and during this period nomination forms will be posted on the Tendring District Council website allowing interested parties to nominate buildings and structures to be assessed for inclusion on the Local Heritage List. These will be assessed by Place Services and recommendations made for the final list to be proposed for adoption. The format of the final list proforma is included at the end of this document. This will be an expanded and more detailed version of the nominations form.

³ Planning Practice Guidance Paragraph: 040 Reference ID: 18a-040-20190723



Methodology

Nominations

Where nominations benefit from a national designation such as listed buildings or scheduled monuments, these have been omitted from further assessment to avoid 'double designation'.

Survey Forms

Each nomination assessment form will include:

Section A

- Photograph
- Entry Name
- Unique Identification Number (UID) (composed of initials to indicate the parish in which the asset is located and a chronological number, for example for an asset in St Osyth the UID would be SO01)
- Site Address (including postcode and/or grid reference)
- Conservation Area (where appropriate)
- Parish
- Original use and current use (where known)
- Site accessible (yes/no)

Section B

- Brief Description
- Assessment against criteria
- Notes (including any concerns)
- Overall condition
 - **Good:** Structurally sound, weathertight, no significant repairs required.
 - *Fair:* Structurally sound, but needing minor repairs or showing signs of a lack of general maintenance.
 - Poor: Deteriorating masonry and/or leaking roof and/or defective rainwater goods usually accompanied by rot outbreaks within and general deterioration of most elements of the building fabric, including external joinery; or where there has been a fire or other disaster which has affected part of the building.
 - Very bad: Structural failure/instability and/or loss of significant areas of roof covering leading to major deterioration of interior; or where there has been a major fire or other disaster which has affected most of the building.
 - Unable to determine (limited access or visibility).
- Date assessed

Section C

• Recommendation (inclusion or not inclusion)

Additional Considerations

<u>Access</u>

Assessments are undertaken from the public realm. Where a nomination is not visible from the public realm an assessment cannot be undertaken. The local planning authority may wish to arrange independent access to private land to facilitate an assessment to be undertaken.

Unauthorised Works

Whilst these assessments may identify alterations or extensions which are unfavourable, no research has not been undertaken to determine whether these have the benefit of the appropriate permissions. Inclusion or exclusion from this report does not imply acceptability.

Condition

This assessment includes a summary of condition. This summary is based upon available access and should not be considered definitive or conclusive. This is intended as an initial assessment to highlight the requirement for further action and to assist in the deliberation of the appropriateness of withdrawing Permitted Development Rights.

Criteria for Assessing Buildings

The criteria used to assess the nominated buildings, monuments, sites, places, areas or landscapes has been informed by the criteria and methodology proposed by Historic England. This approach ensures that the output is consistent with similar surveys at both a local and national level.

The selection criteria is inclusive and wide-ranging, ensuring that the Local HeritageList will take account of the range and distinctiveness of assets across the District. For inclusion in the Local Heritage List, an asset must be one of the types listed in the first 'Asset Type' criterion and must then demonstrate significance under one of the other criterion below. By doing so, this will determine that the asset has a degree of significance meriting consideration in planning decisions⁴.

Criterion	Description
Asset type	Heritage asset types, including buildings, structures, monuments, sites, places, areas, parks, gardens and designed landscapes may be considered for inclusion.
Age	The age of an asset is an important criterion. Tendring District has a long and varied history reflected in its historic environment. Assets should take into account distinctive local characteristics or building traditions.

⁴ Planning Practice Guidance Paragraph: 039 Reference ID: 18a-039-20190723

Authenticity	This criterion is an important consideration in relation to the age of the asset and its architectural interest. Assets should be recognisably of their time, or of a phase in their history. If they have been unsympathetically altered, the change should be easily reversible. An asset which is substantially unaltered or retains the majority of its original features or elements, qualifies under this criterion.		
Rarity	This is appropriate for all assets. Due to the rapid expansion of the District in the nineteenth and twentieth centuries following the arrival of the railways and the growth of the seaside resorts, assets pre-dating the nineteenth century are likely to be less common.		
Architectural and Artistic Interest	This criterion concerns the intrinsic design and aesthetic value of an asset relating to local and/or national styles, materials, construction and craft techniques, or any other distinctive characteristics.		
Group Value	Groupings of assets with a clear visual design or historic relationship. Examples in Tendring District may include Victorian seaside terraces, military complexes or historic farmsteads.		
Archaeological Interest	The asset may provide evidence about past human activity in the locality, which may be in the form of buried remains, but may also be revealed in the structure of buildings or in a designed landscape, for instance. Heritage assets with archaeological interest are the primary source of evidence about the substance and evolution of places, and of the people and cultures that made them.		
Historic Interest (Including Social and Communual Interest)	A significant historical association of local or national note, including links to important local figures or industry that may enhance the significance of a heritage asset. Surviving documents and sources relating to assets may enhance their historic interest.		
	Social and communal interest may be regarded as a sub-set of historic interest be has special value in local listing. As noted in the PPG: 'Heritage assets can als provide meaning for communities derived from their collective experience of a place and can symbolise wider values such as faith and cultural identity'. It therefore relates to places perceived as a source of local identity, distinctiveness, social interaction and coherence, contributing to the 'collective memory' of a place.		
Designed Landscape Quality	This criterion concerns the interest attached to locally important historic designed landscapes, parks and gardens which may relate to their design or social history. Types of historic designed landscapes in the District include remains of medieval moated sites set within parkland, public gardens associated with seaside resorts, and landscapes potentially associated with prominent landscape designers.		
Landmark/Townscape Status	This criterion applies to assets with strong communal or historical associations, or because it has especially striking aesthetic value, including those which may be singled out as a landmark within the local scene.		

Local List Proforma

Section A: General Information

1. Name				
2. UID				
3. Address				
4. Postcode				
5. Grid Ref				Insert Photograph
6a. Conservation Area	Yes		No	
6b. If yes, which CA				
7. Description (Including	Accot	Type)		
7. Description (including	ASSEL	Type)		

Section B – Assessment

8. Age (X)							
Pre-1840		1840-		1914-		Post 1947	
		1913		1947			
	Exact date (if known):						
9. Authentic							
		nificant phase					
	0				d/or extensio		
	0		0		is and/or exte	INSIONS	
10 Arabitaa	tural and Arti	s of multiple s	significant pha	ases			
TO. Architec	iurai anu Ani	Suc mieresi					
44 11:4				- 1 I - (
11. Historic	Interest (Inclu	uding Social a	and Commur	nal Interest)			
12. Group ∖	/alue						
13 Landma	ork Status / To	ownscape Va	lue / Landsca	ane Quality			
TO: Laname	13. Landmark Status / Townscape Value / Landscape Quality						
14. Archaec	14. Archaeological Interest						
15. Overall	Condition						
Good		Fair		Poor		Very Poor	
Unknown		Notes:	<u> </u>				
	16. Recommended for inclusion Yes No						
17. Date of	17. Date of assessment						

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Brightlingsea Seafront Conservation Area

Name/Organisation	Comment	Action/response
Historic England	Dear Sir/Madam	No action required
	Thank you for your consultation of 3 October 2022 requesting comments on the new	
	Conservation Area Appraisals for Harwich Old Town, Frinton and Walton,	
	Manningtree and Mistley, Brightlingsea, and Great Bentley.	
	Historic England provides advice when our engagement can add most value. In this	
	case we do not wish to offer advice. This should not be interpreted as comment on	
	the merits of the application.	
	We suggest that you seek the views of your specialist conservation and	
	archaeological advisers. You may also find it helpful to refer to our published advice	
	at https://historicengland.org.uk/advice/find/	
	It is not necessary to consult us on this application again, unless there are material	
	changes to the proposals. However, if you would like advice from us, please contact	
	us to explain your request.	
	Yours sincerely,	
	Sheila Stones	
	Inspector of Historic Buildings and Areas	
Natural England	Dear Sir/Madam	No action required
	Natural England is a non-departmental public body. Our statutory purpose is to ensure that the	
	natural environment is conserved, enhanced, and managed for the benefit of present and	
	future generations, thereby contributing to sustainable development.	
	Natural England does not consider that the Tendring Conservation Area Appraisals & Local	
	List Criteria Consultation pose any likely risk or opportunity in relation to our statutory	
	purpose, and so does not wish to comment on this consultation.	
	The lack of comment from Natural England should not be interpreted as a statement that there	
	are no impacts on the natural environment. Other bodies and individuals may wish to make	
	comments that might help the Local Planning Authority (LPA) to fully take account of any	
	environmental risks and opportunities relating to this document.	

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	If you disagree with our assessment of these Character Appraisals/Management Plans as low risk, or should the proposed Plans be amended in a way which significantly affects the impact on the natural environment, then in accordance with Section 4 of the Natural Environment and Rural Communities Act 2006, please consult Natural England again. Yours faithfully Tessa Lambert	
C Bailey	 Dear Sirs Please find my comments on this recent bit of work by Essex CC place services which we are forced to pay for CAAMP comments The greatest threat to the historic's environment is not UPVC windows and car parking. It is loss of economic viability to pay for upkeep and maintenance. The recommendation in the Management Plan part of the CAAMP to engage in mass planning enforcement against householders who have UPVC windows will have a significant negative effect on property values once the enforcement program becomes known and householders are faced with expensive replacement using "traditional" wooden windows on the cheapest properties in the area. This will lead to a downward spiral of falling prices discouraging investment and upkeep. Separately, the LPA is going to cause merry hell by proposing to include Silcott St and Cone Rd already have UPVC windows. The LPA cannot take enforcement action against use of UPVC windows. The LPA cannot take enforcement action against use of UPVC windows in buildings that are to all extents and purposes are identical to ones on which it will not be able take enforcement action. Residents will be justified in asking for review of consistency. 	I assume the enforcement only relate to those of a particular date (ie 3 years), so we will need to clarify in the document so as not to cause panic to homeowners. This is in place to protect existing fabric mainly. Added a mention on the timescale on page 73, and a link to the Enforcement guidance within the appendix.
	confirms installation prior to 2009. That is now 13 years since. The LPA has chosen to not	

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	enforce during that time. In effect the LPA has been setting up people for entrapment if they now enforce against unauthorised installation of UPVC windows. Someone really needs to think this through. Separately, the proposal to restrict car parking in the historic victorian streets which will make it impossible for people to access work outside Brightlingsea. Again this will have a negative effect on property prices as people will be unable to access work and be forced to move away. New occupants will not be economically active as they won't have access to work leading to loss of income and a downward spiral of property values leading to neglect and deprivation. It must be noted council staff have been promoting public transport as the solution to transport for over 30 years. during that time the planning system has delivered an urban form that cannot be served by public transport with increasing reliance on private motoring. It is grossly irresponsible and unprofessional to continue suggesting something with a track record of proven failure that cannot work. Regarding the CA boundary The draft area appraisal recognises the Waterside development on the old James and Stone shipyard is out of keeping with the character of conservation area. Accordingly it, proposes to remove Waterside development from the conservation area. Elsewhere in the document, St James's Court on Duke St is described as out of keeping with the character of the conservation area on account of scale and massing. To be consistent, the appraisal should exclude St James's Court from the proposed extension to the conservation area. By a similar token, numbers 23 and 25 Duke Street are modern buildings that are out of keeping with the historic Victorian terraced streets. It must also be recognised that No's 2 through 18 Duke St are also modern construction out of keeping with the Victorian terraced streets that form the majority of that part of the conservation area 5 on Page 40. For consistency therefore these parts of Duke street should not be	These are within the main boundary, rather than the edges, so for ease of management it is proposed they are retained and highlighted as neutral/negative as they have been, to aid in future preservation and enhancement of the CA as a whole. Sentence added to Duke street on p43
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	C Bailey	
	Management Plan, Parking Needs	
	In terms of a parking assessment that is recommended by the document, there is no need beyond counting the number of cars parked on a weekend. Recent changes in legislation make is an offence to keep an untaxed car on the public highway. Thereby every car parked in the conservation area is, by definition, a legal vehicle. People will always park their car as close as possible to home. In other words no one from North Road will park in New Street if they can avoid having to walk that far. Thereby all cars in the Victorian streets are in use by local residents. It follows that any reduction in parking in one part of town will cause a ripple effect into neighbouring roads causing a problem that only arrises because of heavy handed implementation of a poorly thought through idea.	Parking is only commented on due to the impact it makes to the character of the historic town – it is a frequent factor of town CAs/terraced streets. It is not for the CA to suggest or enforce changes on this, but noting it as a baseline is intended to help outline the character and what impacts it at this time.
C Richmond	Good morning;	
	 Good morning, This is a really interesting document, and very well put together. Recommend a further proofread as there are a couple of minor typos. The only addition I'd like to see is a description of the 'Brightlingsea Type' - it is referred to (p42) as a planform described in the CAA of 2006, but no further detail is given that I could find. Kind regards Clare Richmond RIBA (DC&B Architects) 	Further proof read has been undertaken, minor grammatical changes etc made throughout Unfortunately, despite further research, I could find no more details of the Brightlingsea type – agree though I also wanted to understand more!

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Public consultation	 Noted a significant wall – contains early material Mastermap requires updating – a lot of development has occurred in the setting Addition to the boundary to the east, medieval lane. Add the cottages and discuss the lane within the setting 	Boundary alteration following public consultation to the east, and basemap updated.
		The medieval lane was not added, but recommend that it be considered within the local list project

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Lower Dovercourt Conservation Area

Name/Organisation	Comment	Action/response
Name/Organisation Historic England	Dear Sir/Madam Thank you for your consultation of 3 October 2022 requesting comments on the new Conservation Area Appraisals for Harwich Old Town, Frinton and Walton, Manningtree and Mistley, Brightlingsea, and Great Bentley. Historic England provides advice when our engagement can add most value. In this case we do not wish to offer advice. This should not be interpreted as comment on the merits of the application. We suggest that you seek the views of your specialist conservation and archaeological advisers. You may also find it helpful to refer to our published advice at https://historicengland.org.uk/advice/find/ It is not necessary to consult us on this application again, unless there are material changes to the proposals. However, if you would like advice from us, please contact us to explain your request. Yours sincerely,	Action/response NA
	Sheila Stones Inspector of Historic Buildings and Areas	
Natural England	Dear Sir/Madam Natural England is a non-departmental public body. Our statutory purpose is to ensure that the natural environment is conserved, enhanced, and managed for the benefit of present and future generations, thereby contributing to sustainable development. Natural England does not consider that the Tendring Conservation Area Appraisals & Local List Criteria Consultation pose any likely risk or opportunity in relation to our statutory purpose, and so does not wish to comment on this consultation. The lack of comment from Natural England should not be interpreted as a statement that there are no impacts on the natural environment. Other bodies and individuals may wish	NA

	to make comments that might help the Local Planning Authority (LPA) to fully take account of any environmental risks and opportunities relating to this document. If you disagree with our assessment of these Character Appraisals/Management Plans as low risk, or should the proposed Plans be amended in a way which significantly affects the impact on the natural environment, then in accordance with Section 4 of the Natural Environment and Rural Communities Act 2006, please consult Natural England again. Yours faithfully Tessa Lambert	
P Parker	Good Afternoon	Hordle Street etc were reviewed
	It came as a great surprise to me, my Family, my immediate neighbours and, I would suggest, 90% of the residents of Dovercourt that there was already a smaller	as part of the assessment in 2021 but were considered to not be
	conservation area in place!	preserved enough for inclusion
	However, I would comment as follows:-	(loss of windows, doors, roof tiles,
	Suggested Boundaries	and some pebbledash render etc)
	Section 2.1 (Context and General Character) of the Appraisal and Management Plan specifically mentions ", the remainder of the settlement grew to the west and a	However, as per the Harwich Societies comments too, there
	defining feature of the Conservation Area is the consistent survival of this mid nineteenth	may be scope for re-revision,
	and early twentieth century development". I believe that by omitting the inclusion of	however this is not recommended
	Hordle St., Hordle Place, Empire Road and Cliff Road, all of which have properties that fall	at this stage, and it is
	within this time span, is a mistake. Although many of these properties have been	recommended that individual
	extensively altered internally over the years, externally they retain the style and	buildings of merit or any notable
	architectural designs in keeping with the era in which they were built.	groups (for example on cliff road)
	As they are on the West of the immediate boundary line of the conservation area, Kingsway, this should be a simple process.	are considered for local listing.
	Threats	Noted and agreed – maintenance
	Section 2.7 (Heritage at Risk) of the above document gives a list of buildings and locations	is a threat to the area. This is
	which fall into this category. I would add that another factor to be very seriously	noted within the management
	considered is both the general condition of many properties with the area and the	plan (4.5)
	enormous amounts of rubbish which has accumulated outside and adjacent to these	
	properties. I appreciate this is private land and therefore is the responsibility of the	
	Landlord to clear, but if this is allowed to continue it negates the whole vision, benefit	

	 and concept of a conservation area. Landlords must be on board with the process or be enforced to comply with their responsibilities! Additionally the poor maintenance, up keep and weed / grass clearance from roads and alleyways within the conservation area must be addressed. If these problems are with us now in a current conservation area it does not bode well for a future area. Without the will emanating from TDC to ensure these changes happens, the project is worthless. 	
Tony Francis	Ok. Can I ask when the renovation will start? I understand 400k was available. Is it still? The shingle on Dovercourt beach mounts up and up. It is not indigenous. It is believed ti be industrial waste from dredging How can TDC resolve this and return Dovercourt beach to it's former golden sands? Just some of my questions in pursuit of a successful job creating tourism project in Harwich and Dovercourt Regards Tony Francis	Not something that we can address within the CAAMP / sounds like a separate question on funding
	 From: Tony Francis Sent: Thursday, June 30, 2022 1:23:27 PM To: planning.policy@tendringdc.gov.uk Subject: Dovercourt Lighthouses Dovercourt Lighthouses I understand that public consultants are being sought for the use of Dovercourt Lighthouse? Is there a guideline at all? Regards Tony Francis 	

Harwich Society	Dear Mr Guiver	Alterations made to map and in text:
	Lower Dovercourt Conservation Area Appraisal and Local List Consultation	Revisions to boundaries page 13
	The Harwich Society welcomes these policy initiatives to protect and enhance local heritage buildings, structures and areas. Our trustees have reviewed the proposals and make the following consultation responses about matters pertaining to the Harwich area::	Designations page 14 Character assessment page 30 Setting page 35
	 Lower Dovercourt Conservation Area Appraisal 1. The Appraisal document provides a good overview about townscape and key buildings. Adjustment to the boundaries of the Conservation Area is desirable to take account of change that has occurred and to protect key remaining Victorian and Edwardian frontages. The Harwich Society recommends the Dovercourt Conservation Area boundary should be modestly expanded to indude important features relating to early development at the seaward end of Kingsway which are important elements in the history of Dovercourt and pre-date many other buildings in the conservation Area. the Queen Victoria statue (grade II listed). the former Alexandra Hotel (now Alexandra House), the sole remaining example of an Edwardian hotel building on the seaffront, visited by the King Edward VII when he unveiled the adjacent statue and the resulting in the street name Kingsway. the historic cliff gardens which were the subject of a recent specialist ECC/TDC heritage report. where shown going mid way across the new TDC town square car park. nondescript new 21st century houses to the east of Dovercourt Station. The text in Section 3 page 23 of the Appraisal is out of date re the Kingsway Mural which was repainted at the expense of The Harwich Society last year; it is in good order and is not weather work. 	Updated reference to mural page 23

4. In due course the Harwich Society would support extending the Conservation Area to encompass the Edwardian parts of the town immediately to the east and west of the town centre. In the meanwhile we would recommend local listing of key buildings in these areas.

5.The report in Section 5 "Management Proposals" falls short on ambition and tapers off at page 46 where the important balance between tightening controls and assistance (advice and funding) should be discussed - but isn't. Guidance on restrictions and controls and, importantly, advice on undertaking the repair and maintenance of existing buildings and new development will be essential.

6. Sadly every year traditional architectural features and finishes are removed from older buildings and some repairs and materials are inappropriate. Good enforcement and education is needed, Property owners and tenants need access to information about requirements and benefits of a Conservation Area and encouragement and guidance to contribute positively to the character of the area if planning changes to their buildings.

Local List

1. The Harwich Society strongly supports the Tendring District Council proposal for a list of buildings and structures of local importance in terms of heritage value. We are aware of buildings in Harwich and beyond of local value that have not made it onto the national list for their architectural character or historic significance. We also support the Stage 1 proposed criteria for assessment.

2. We look forward to the opportunity to nominate key buildings and structures for potential inclusion on the local list as part of a Stage 2 process.

3. There are character Victorian and Edwardian buildings of local architectural value within and beyond the conservation areas. In Dovercourt, as examples, we would highlight the Saunders-built Hanslip Ward block, the Mayor's Garden, Police Station, Garrison HQ and earliest parts of the Sunny Hill Estate might all be shortlisted for local listing.

4. Local listing should be used to designate buildings of local historic interest, including those which display Harwich Society plaques relating to significant characters and events in the history of Harwich.

Yours sincerely

Richard Colley for The Harwich Society This would need revisiting, as there have been many incremental changes to buildings, although as a group they may have merit.

Further advice on maintenance has been signposted, with further reading in the appendix

Noted, and certainly an aim for the future.

Maps all updated, with another key view added to take in the statue of queen Victoria and sea/gardens beyond, reflecting boundary addition.

Alexandra Hotel also added to page 26 of un-listed buildings, and description altered on p31. P33 also contains mention of the western extension to Cliff Park.

Page 35 section on setting adapted to remove mention of Cliff Gardens

<u>A.7 APPENDIX J</u>

Public consultation	Concerns that were raised in person were:	
	Enforcement	
	Maintenance and condition of Orwell Terrace	

<u>A.7 APPENDIX K</u>

Frinton and Walton Conservation Area

Name/Organisation	Comment	Action/response
Name/Organisation Historic England	Comment Dear Sir/Madam Thank you for your consultation of 3 October 2022 requesting comments on the new Conservation Area Appraisals for Harwich Old Town, Frinton and Walton, Manningtree and Mistley, Brightlingsea, and Great Bentley. Historic England provides advice when our engagement can add most value. In this case we do not wish to offer advice. This should not be interpreted as comment on the merits of the application. We suggest that you seek the views of your specialist conservation and archaeological advisers. You may also find it helpful to refer to our published advice at https://historicengland.org.uk/advice/find/ It is not necessary to consult us on this application again, unless there are material changes to the proposals. However, if you would like advice from us, please contact us to explain your request. Yours sincerely, Sheila Stones Inspector of Historic Buildings and Areas	Action/response No action needed
Natural England	Dear Sir/Madam Natural England is a non-departmental public body. Our statutory purpose is to ensure that the natural environment is conserved, enhanced, and managed for the benefit of present and future generations, thereby contributing to sustainable development. Natural England does not consider that the Tendring Conservation Area Appraisals & Local List Criteria Consultation pose any likely risk or opportunity in relation to our statutory purpose, and so does not wish to comment on this consultation. The lack of comment from Natural England should not be interpreted as a statement that there are no impacts on the natural environment. Other bodies and individuals may wish	No action needed

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	to make comments that might help the Local Planning Authority (LPA) to fully take account of any environmental risks and opportunities relating to this document. If you disagree with our assessment of these Character Appraisals/Management Plans as low risk, or should the proposed Plans be amended in a way which significantly affects the impact on the natural environment, then in accordance with Section 4 of the Natural Environment and Rural Communities Act 2006, please consult Natural England again. Yours faithfully Tessa Lambert	
Julie Hart	To Planning Policy Resident Consultation Team We are Walton on the Naze residents and live in a property in the High Street, in the Conservation Area. Our thoughts and comments are as follows: 4.2 - yes speeding is an issue along the High Street, but there is no highlighting of the 20 mph speed limit, and no policing or enforcement of this limit. An increasing issue since Covid is the noise and pollution nuisance especially noise caused by illegal performance exhausts, on cars and motorbikes. Perhaps the Council can ban the sale of performance exhausts, or police/enforce the sale of them? We do not feel additional pedestrian crossings are needed, if speed restrictions are enforced. How does the High Street act as severance of the town from the seafront? Do not understand this statement. Walton Pier - refurbishment is not complete, shoddy job so far - hope the external facia and frontage will be replaced or at least repainted? We have the third longest pier in the UK, and the owners should be forced to repair and maintain the rear walkway part of the pier, which has been closed due to fire damage, and the more recent part closed due to storm damage caused over last 2 years. The offshore life boat is looking to be moored at Clacton next year, because the pier owners are refusing to carry out the necessary repairs. Holiday makers, and day trippers including many schools and a variety of organisations, come to Walton for the beautiful beaches and the pier. We need to protect and retain the pier, and the Council should force the owners to	Noted – unfortunately unable to comment on this within the CAAMP document Added clarification that it is a severance for pedestrians in terms of crossing traffic
	maintain and promote this landmark and piece of history. What happens when more bits	to the area, which is recognised in the document

of the pier rot and break off? At what point will it become a health and safety risk? Nobody will be able to spend money then. 5.2 - there is no access issue to the pier - they need to repair the pier so that we can once again walk along the pier, and house the lifeboat once again - that will reconnect them to the Town. Has great access from the station and along the beach front.	Wording has been amended to provide clarity on waymarking/ access.
Back waters and marshlands - need to be included and protected for future.	Backwaters/marshland are not included but form part of the setting.
Seafront and sea defences - appreciate the Environment Agency are mainly responsible, but this needs to be included as areas of deterioration are gated off leaving fewer points of access to the beach. Ugly and unsafe - totally unacceptable for the Council not to get involved and lead and push on outstanding repairs and maintenance - this is the mainstay of the Town!	The document acknowledges the importance of the sea defences.
Lifeboat Museum - should be included please - and what on earth is happening to this historic site? We have heard rumours of the contents bring moved to Frinton and the elderly volunteers no longer up to opening to visitors - and not being able to afford the Council's rates?? Our history should be preserved.	Lifeboat museum not included within the conservation area due to the distance making it illogical to include within the boundary. W.
Beach Huts - not a lot said about them, and disappointed the Beach Hut Village at Hipkins Cafe is not included. Appreciate the Council is consulting with certain beach hut owners re terms of lease to restrict option of making money with daily hires, but a huge attraction covered by the BBC and the Guardian over lockdown.	Beach huts within the conservation area have been discussed throughout and in more detail on 73. They have been considered as part of 'key unlisted buildings' within the initial assessment. Hipkins café is not within the

	conservation and far removed from the setting.
Alfred Terrace - mentioned in document - you need to address the former public toilets nearby - historic rubbish dumping/collection point, filthy, smelly and permanent rat infestation - to complete the picture and improve the area.	Not relevant to consider within the CAAMP.
Lastly - we do not see the need for continuous references to class in the appraisal document - feels outdated, and extremely patronising. The caravan parks are not mentioned, and important to note that holidaymakers come to Walton for caravan holidays, as well as holiday rentals and Air BnB accommodation - as well as the many day trippers. Footfall has increased dramatically since Covid, which doesn't appear to feature in this document either. All the more reason to repair and maintain our seafrontage. Happy to discuss further. We hope you find this useful. Yours sincerely, Julie Hart and Paul Caslaw	Unsure where these are, if outside boundary, then unfortunately not part of the scope of the CAAMP. If inside, could be a negative or opportunity site for improvement Historic references are included as this outlines the development of each area and the deliberate marketing etc, however references have been altered to use more appropriate language where needed.
	Caravan parks are not within the boundary, which is why they have not been discussed, but they are an important part of attracting visitors and so have been referenced within the modern history of the area.

D Powe	ring District Courses	
D Powe	24001 222 "(9.10-22) est Planning Policy Team, Tondang Colorens the Approvil Capultanie, Thale you be you letter." I arrive in Friender & & first the as a betty in to 35 before to 200 Worke War. I staged or my grandfatter' Lace in Old Row (new Sedy aut in helf + andre here built in the Space) May family fetters in Friend free (45, when I tomark & Greenwark war shill hind, seaffeding along the beach, and softlices in requisionand Lauss are over Frien- Possit It like & worke here:- () Are then to many fourier going up in the one addida to goto, for the infastruent to Support!: is: strads, darked, dealing, Supermetan, ste (box allo them here difficien the friend from the action () Are then to many fourier going up in the one addida to goto, for the infastruent to Support!: is: strads, darked, dealing, Supermetand, ste (box allo them is bokent to Tomin Chile, or is the field on the is bokent to Tomin Chile, or is the field on the is bokent to Tomin Chile, or is the field on the is bokent to Tomin Chile, or is the field on the is bokent to Tomin Chile, or is the field on the is bokent to Tomin Chile, or is the field on the is bokent to Tomin Chile, or is the field on the is bokent to Specens wand extinds . Proven Sellar of Koncore, coffee ets on all time, once the to two are	 Interesting history and valuable insight – regarding the points raised 1. Unfortunately this is not something that can be addressed by the CAAMP, but noted and the council received comments 2. The clubs within Frinton have been recognised within the history and appraisal of the new document, which will afford them protection within the CA. They are an important part of the heritage and character of the area 3. The Greensward is also recognised within the appraisal as an important historic green, integral to the development of Frinton. Regarding selling on the greensward – we will discuss with William, as we agree any temporary or permanent structures on
	(4) Protect to labt Hotel in Fristen, it must always ferrois a Hotel. Dere when by loan of the set of the first of the fir	

from food carts, then this good hoters along to Prom (+ & Glacor) with may be a licencing issue, and we are unsure how the all of How & Koes have all gover. appraisal can support Lash goodness at lear there is a Parts in Connect preventing their being there. The open character Avenae .. of the Greensward is Aclp Connayer Avens remain a good stopping (5) recognised, and this should Street. be protected. 4. Agreed – the hotels have Stop losing from garden, to parting areas been recognised within the (6) This had a densitiving after an wild life, appraisal and should be protected birds + insear, plus not helping to air quality. 5. Agreed, although the CAAMP cannot assist, but an now 87, so most in Frishm the recognition of the history and character of So frequency, but I have a large families who like my beach has a visit occasimally Connaught Avenue should support its future heritage Please use my house adarris for the time being protection as a commercial core of Frinton 6. Front gardens are discussed within the document, as it It is very important to keep Frinten is agreed that their loss is a concern. Specially. Lentide place unsport. My very her wisher. own Sincerd

E Rex Dear Siis, Re Tendrine, Conservation Avea Depraisal I am astonished that you are undertaking a consultation about Added to the vacant buildings conservation when the District Council section has allowed 6 The Eplanade and 17 15 Second Avenue to reach a stake of disgrace ful develiction over a period of many years. Both properties are an eyes one and a denial of the very word "conservation." As for "questions to get one started", I started witing to the TDC in March 2018 to no avail. Your letter must be a coude joke. Yours donth fully

Living in Walton Town centre, the conservation area is pointless. All I see is endless satellite dishes, plastic casement windows and buildings heading for dereliction. Any remaining ambiance is blighted by poor quality takeaway food outlets. If Tendring TC cannot/will not police/enforce its conservation areas then there is absolutely no point having one. Get rid of it. Dr Max Roberts	and vacant buildings/maintenance issues are all concerns that we agree are important to enhancing the conservation area. They are within the maintenance plan, with the hope to support future management of the area.
 Dear Planning Policy Team have been away and only received your letter about the consultation on return recently. I hope I haven't missed the deadline for comments. Thank you for the consultation and for the work the team is putting into the plan. A conservation plan is essential. My comments about our conservation area in Frinton (in which I live) are: There doesn't seem to be accountability currently in TDC for monitoring/policing the conservation plan. Will this change? Without accountability for enforcement, the plan is meaningless There are two derelict houses in our area – 15 Second Avenue and 6 The Esplanade. They are an eyesore, are unsafe, unhealthy and dragging down the area. Why has nothing been done about them when they are in a Conservation Area? Will the plan include restrictions about working hours and practices? It should. So many heritage houses have work done on them in the Avenues to keep them looking nice, but workmen seem to disregard the hours they are allowed to work, where they park their vehicles, how loudly they play radios, the days of the week they use power tools (Sundays are no longer peaceful here), the adverts they place on billboards on the pavements etc etc this is destroying the 'look and feel' of living in a conservation area. Why are so many planning applications granted at one time – why aren't they staggered? 	 Noted, unable to update CAAMP to reflect These are noted within Section 4.8 Not able to comment on work hours, but adverts are addressed in Section 5.1. Unable to comment on planning applications. This is addressed in Section 5.1 – it is agreed that advertisement needs to be compliant and should be enforced against if it is without approval Addressed in Section 4.6

	 One house locally has an advertising hoarding attached to the front of their wall advertising their business. This shouldn't be allowed Another house locally has had the pavement dug up during rebuilding of their front wall and not replaced itjust covered it over with stones which means wheelchairs and pushchairs, children's scooters etc can't go along the pavement 	
	Somy big question is about enforcement of any conservation plan.	
	Yours sincerely	
	Jacey Dias	
P Muckle	Dear Sirs, <u>Tendring Conservation Area Appraisal Consultation</u> Thank you for your undated letter concerning the above. Unfortunately I have just returned from holiday so have missed the Frinton dates, but would probably be interested on a future occasion.	Noted – no action required
	Yours sincerely	
	Peter Muckle	

Seabeck

	1	C	ouner	
Dear Dia	naing Balicy Te	am Tandaria	na District Co	lingu

CONSERVATION AREAS APPRAISAL CONSULTATION

PLEASE REFER IN PARTICULAR TO THE PLANNING APPLICATION EXAMPLE BELOW

APPLICATION REF: 21/00482/FUL SUB 08/03/21 No 4 CLIFF WAY FRINTON ON SEA CO139NL

Regarding this consultation if the Council is serious about addressing its conservation heritage it would need to do the following as a first step and learn the lessons from the above application.

THE COUNCIL NEEDS TO URGENTLY APPOINT A CONSERVATION OFFICER.

From recent experience related to the above planning application the Planning Department lacks professional experience and expertises regarding Conservation issues. The lack of this advice meant that there was seemingly no 'in house' understanding of the importance of the Frinton Park Conservation Area and implications of proposals with the potential to cause substantial damage.

The Council had to really on local expertise of individuals and organisations outside the Council to understand the implications and potential impact of this application (eventually dismissed on appeal). It highlighted the serious lack of expertise and understanding within the department.

PLANNING OFFICERS WITHIN THE DEPARTMENT NEED TRAINING ABOUT CONSERVATION.

The above recent planning application illustrated that that there was a serious lack of awareness about the importance of the Frinton Park Conservation Area (probably the most important collection of domestic Art Deco period houses in the UK). An application to add an additional floor to one of the most important and prominent Art Deco houses in the Conservation Area was allocated to a novice Town Planner who had just joined the department and was starting a career!

Until the lack of experience and expertise is addressed improvements in policy and appraisal will not be effectively in controlling development proposals and the integrity of Conservation Areas.

Can you please consider and address the issues raised.

Unfortunately due to illness I will not be able to participate in the meetings arranged.

Denis Seabeck

ours Sincaral

Not appropriate to comment on specific planning applications within the Conservation Area Appraisal.

<u>A.7 APPENDIX K</u>

Public consultation	Concerns/thoughts raised at consultation were:
	 a comment about the crazy brick wall and said that it was called a 'random
	rubble' wall and they are really common in Frinton.
	Clarity on boundary changes
	quality of road surfacing in Frinton

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Great Bentley Conservation Area

Name/Organisation	Comment	Action/response
Historic England	Dear Sir/Madam Thank you for your consultation of 3 October 2022 requesting comments on the new Conservation Area Appraisals for Harwich Old Town, Frinton and Walton, Manningtree and Mistley, Brightlingsea, and Great Bentley. Historic England provides advice when our engagement can add most value. In this case we do not wish to offer advice. This should not be interpreted as comment on the merits of the application. We suggest that you seek the views of your specialist conservation and archaeological advisers. You may also find it helpful to refer to our published advice at https://historicengland.org.uk/advice/find/ It is not necessary to consult us on this application again, unless there are material changes to the proposals. However, if you would like advice from us, please contact us to explain your request. Yours sincerely, Sheila Stones Inspector of Historic Buildings and Areas	No action needed
Natural England	Dear Sir/Madam Natural England is a non-departmental public body. Our statutory purpose is to ensure that the natural environment is conserved, enhanced, and managed for the benefit of present and future generations, thereby contributing to sustainable development. Natural England does not consider that the Tendring Conservation Area Appraisals & Local List Criteria Consultation pose any likely risk or opportunity in relation to our statutory purpose, and so does not wish to comment on this consultation. The lack of comment from Natural England should not be interpreted as a statement that there are no impacts on the natural environment. Other bodies and individuals may wish to make comments that might help the Local Planning Authority (LPA) to fully take account of any environmental risks and opportunities relating to this document.	No action needed

	-	
	If you disagree with our assessment of these Character Appraisals/Management Plans as low risk, or should the proposed Plans be amended in a way which significantly affects the impact on the natural environment, then in accordance with Section 4 of the Natural Environment and Rural Communities Act 2006, please consult Natural England again. Yours faithfully Tessa Lambert	
Public comment	The Plough should be included as a key un-listed	Doc amended to
	building	include the Plough.
Public comment	The impact of modern development is an issue	Setting section in document answers this.
Public comment	Restrictions on cutting trees must be explained	Section included within document.
Public comment	Historic photo of pond on green should be included	Not included as poor quality photo.
Public comment	My house is now within the CA, what does this mean?	Restrictions included within document.

<u>A.7 APPENDIX M</u>

Harwich Conservation Area

Name/Organisation	Comment	Action/response
Historic England	Dear Sir/Madam Thank you for your consultation of 3 October 2022 requesting comments on the new Conservation Area Appraisals for Harwich Old Town, Frinton and Walton, Manningtree and Mistley, Brightlingsea, and Great Bentley. Historic England provides advice when our engagement can add most value. In this case we do not wish to offer advice. This should not be interpreted as comment on the merits of the application. We suggest that you seek the views of your specialist conservation and archaeological advisers. You may also find it helpful to refer to our published advice at https://historicengland.org.uk/advice/find/ It is not necessary to consult us on this application again, unless there are material changes to the proposals. However, if you would like advice from us, please contact us to explain your request. Yours sincerely, Sheila Stones Inspector of Historic Buildings and Areas	NA
F Vincent	Dear Sirs Thank you for the opportunity to forward some ideas on conservation and improvements to infrastructure, well-being, and financial benefit to the local area of Harwich. By way of introducing myself, I started dolphin sails some 50 years ago. Over the years We have bought about £15 million into the town through jobs and taxes. We have a longstanding international reputation and this year alone we have done work for one of the biggest sailing yachts in the world and made new sails for some of the foremost people in the world including	Interesting feedback and detail on the local industry

carbon sails for a yacht owned by one of the leading people in motor racing, amongst other ocean going yachts and exports to many European countries. 1. Harwich Foreshore. From the stone pier to the low lighthouse the foreshore is seriously eroded losing some 10 feet in height since my young years. The integrity of the sea defence is at risk. The council years ago bulldozed the groynes when the promenade was rebuilt and the deepening of the channel for shipping has made this happen. The harbour board with the stewardship of the harbour and its surrounds continue with further dredging causing reverse flow of tide on the Harwich side with washed away sediment being replaced by mud. They are currently spending £120,000,000 on further dredging when a relatively small amount could be spent on groynes to create an attractive beach as at dovercourt	1. Outside of the Conservation Area, but will flag this to Tendring as a separate issue
 A small airport could be created between Parkeston and Ramsey on largely unused flat land with prevailing winds westerly and a length of about a mile. 	2. Outside the scope/capability of the CAAMP, but will flag to Tendring
3. The development of Beacon Hill Fort. A few years ago a councillor told me when I inquired about possible purchase of a small area that the owners wanted £3 million for it. It was sold recently for £55,000. Correctly developed it would be a valuable tourism attraction. Restaurant and hotel at the point near the base of the stone pier would be a huge attraction with views of the harbour through 180 degrees and the fortifications retained.	3. Covered within the Lower Dovercourt Conservation Area, where it is flagged within the management plan separately
4. A thousand yacht Marina in Bathside Bay behind dovercourt rail station with access by rail and road. Public houses, restaurants etcetera, would benefit. A marina in the area would be a big	4. Again, outside the scope of the CAAMP but will raise to Tendring separately

	attraction to new boats and the existing 10,000 yachts in the area. This would also be attractive to European sailors.	
	 Last but not least the pollution of the river Stour and Harwich harbour. Using the water is dangerous for anyone. In my youth there were 65 different species of foreshore life. Now there are none. Evidence of the last of the oysters are on Harwich beach. In medieval times oysters from the Stour were the main protein source for local people. 	5. Unable to address water quality through the CAAMP but an important point, and key part of Harwich's heritage – will raise to Tendring
Harwich Society	The Harwich Society welcomes the publication of the Conservation Area Appraisal relating to the Harwich Old Town area.	
	The appraisal report is attractively presented and provides a good overview of the history of Harwich, its development, key features and scope for improvement. As always, some of the narrative has been overtaken by events and both the Tread Wheel Crane and the Electric Palace Cinema have undergone substantial restoration since the report was drafted.	Updated references to the crane and cinema p15
	We have no objection to the proposed revision of the Conservation Area boundary to accord with current national advice.	
	One key site which ought to feature in the commentary about the setting of the CA is the Navy Yard being the largest potential waterfront redevelopment site in Harwich Old Town.	Mention of the Navyard added to the setting
	We support the proposed management actions set out in the report including local listings, public realm enhancement, enforcement and ensuring new development compliments the historic character of Harwich.	

	We offer our support to Tendring District Council in advancing management measures where local assistance would be welcome. For example, we are already assisting Historic England on their Harwich and Dovercourt listed building review.	
Lewis	As the owner of a house in West Street since 1967 and a cottage in Newhaven Lane since 1978 I am extremely anxious about rising sea levels and the threat of flooding. The sea wall at the Sailing Club was barely high enough for the 2008 surge.	A key issue within the area, which also came up at public consultation. Note about flooding added to the management plan, with reference to further guidance by HE p53
	I hope to be at the Masonic Hall on 11th October. Lady Lewis	
Madelaine Wisdom	Dear Planning Policy Team Harwich Old Town well deserves its Conservation Area status with its rich	
	history and many graded buildings.	
	I write under your question "What threats face these Conservation Areas?" I have experienced literally one of the most serious threats to an historic building. On 14th June last my house at 66 Church Street, Harwich, burned down when a fire broke out in the Hanover Inn next door. I bought the property at the end of 2007 and everything in the fifteenth century cottage together with the charm I had "created" over fifteen years was completely destroyed, apart from the eighteenth century front wall. The Inn itself and the house next door to mine, number 67, were also gutted and three other properties were damaged. Most fortunately I was not at home when the fire broke out.	Devastating to hear. A note has been added to page 52 in the management plan about 'preservation and enhancement' of these sites left damaged or destroyed, and fire damage is flagged in the opportunities section page
	What the disaster highlighted was the extreme vulnerability of timber framed buildings, which in Harwich are often terraced as in this fire and where fire prevention has to be of the highest standard. (I had the basic prevention	

measures in place.). Even more concerning, even scandalous, was the fact	
that, although many fire engines came from all over the county, I am told by	
neighbours who witnessed the fire that it took around an hour before water	
could be located. I understand sea water had to be piped to the site because	
the nearest fire hydrants were closed. Had water been more accessible, more	
of my house might have been saved. It took four days before the fire was	
quenched. Now I am in a position in respect of the insurance settlement as to whether the house can be rebuilt and have had to rent an unfurnished	
property - it feels as if I'm in the position of fifteen years ago and having to	
create a home all over again.	
In a letter to the Harwich Standard of 14th October last Trevor Armstrong, Ex	
Divisional Officer of Essex Fire Service, writes that the Church Street fire was	
affected by the fact that there are not enough full-time, fully qualified fire	
fighters based in Harwich to maintain even one appliance and not enough	
who are fully qualified in the wearing of breathing apparatus. He also disputes	
the rumour that the water supply was inadequate. He believes there was no	
water management plan and that too many appliances were connected to the	
same water main so that the water supply failed.	
So it is clear, in view of the vulnerability of Harwich Old Town to fire, that the	
fire service needs to be adequately staffed who are fully trained in the use of	
all appliances and apparatus and practised in the management of serious	
fires. Local residents need to be "trained" and assisted in protecting their	
homes from fire as much as possible so conserving their historic character,	
and local business should, of course, be regularly inspected. It is worth	
mentioning too that electrical and gas improvements to homes and	
businesses should be of the highest standard and checked - although	
engineers can only practice if qualified, how often are corners cut?	
The fire has wrecked one of the most often photographed and painted views	
down from the top of Church Street and the immediate road is only open to	
pedestrians. This part of the street could be an eyesore for years to come and	

	 yet it is one of the first views a visitor might see on arrival in the town. Harwich has been a small, maritime town dating back to the thirteenth century and on account of its location has played a part in the history of all those years. Madelaine Wisdom Sent from my iPad 	
MISS S MARSHAL	I am grateful that I was notified about the Character Appraisal Management Plan for Harwich and attended the consultation event in Harwich. I live in Station Road and was the Minutes Secretary of the Harwich and Dovercourt Conservation Panel from 2004 to 2012. Does this Panel still exist? Station Road is mentioned on page 52. It says screening to the rear of this road and George Street would enhance the character of the station forecourt. It is not clear what type of screening they have in mind. One factor why I choose to live here was the views both front and back, for example, Cox's Pond to the front and the the train station and train ferry gantry at the back. (Unfortunately we are not entitled to a view but living in a conservation area helps to preserve it.) I was aware of the Conservation Area opposite my road but not aware of it reaching my back gate until a planning application was submitted for change of business use of the railway shed at the rear. I agree that both the railway shed and ex bus station buildings are in a poor state of repair and the owners should be asked to make them secure so that vandals, children and drug dealers cannot enter their premises. The report mentions signage and road markings. I would definitely like to see better signage at the station to the public toilets (despite limited opening hours due to vandalism) because visitors now use the rear of the railway shed	Removed the mention of screening from the management plan Noted – signage is mentioned so in agreement
	and bus station as a toilet (mainly men) and they can be seen by Station Road residents. If more screening was erected this might encourage this usage more. The residents of this road have established a right of access through their rear gardens and this was needed recently when a fire occurred at the start of the road when a car was set on fire. I would hope screening would	

	-	
	not prevent this access. I would also like to see road marking to show where the buses stop in this area because when events are held this is often blocked and the busses cannot enter because of parked cars. Harwich is very short of public parking and many from Essex do not like to pay for parking. Anything that can be done to provide parking outside the conservation area would help.	Unable to comment on road markings, but will raise with Tendring
	I agree with the report that the rules on conservation should be made available in leaflet form as it was in the past and I want to see more enforcement action on those that blatantly ignore the rules. Many TV aerials can be seen in the conservation area from the station. I was very disappointed when the station building was let to someone who removed the original fire guard and fire places and when the wooden cover over the platform was removed. They said health and safety reasons but this was due to lack of maintenance by the owners. There is also lack of maintenance in the pavement and road area around the station. It is made worse because of the new lighting that lights up the sky but not the pavement and it is safer for pedestrian to walk in the road than on the pavement. I am in favour of all trees and shrubs being preserved unless dead or dying. I want to see as much natural green as possible and prefer this to paving stones (as in Wellington Road.) I accept this is less maintenance for the council but it is a more relaxing environment. At Cox's Pond trees were removed because they were poor specimens. Overall I agree with most of the conclusions in the report.	Will raise with Tendring Noted and will raise to Tendring
Richard Scully	Harwich Old Town.	
	 Following attendance at your public exhibition in Harwich on 13th October, I would just like to make some extra observations. A lot of good work has already been done by the Council in publicising the historic past of the Old Town by means of maps/information panels and posts in the local streets, particularly in relation to the Mayflower. To take matters 	

a stage further, it would be marvellous to have a full scale replica of the vessel built; if not possible, then a scaled down land based version placed at the entrance to the Town.	No actions required, outside scope/capability of the CAAMP to comment, but will raise with Tendring
Extra pontoons for visiting yachts at the quayside would also be useful since the Old Town has great potential in becoming a tourist hot spot.	
However, fundamental to its appeal and, in fact, to its identity, is its peninsular setting, with the sea being on three sides. My concern is that this will be completely lost with the building of the Bathside Bay Container Port, the latter being separated from the Town only by the small buffer zone of Gas House Creek. The huge scale of this port development will overshadow all surroundings; in effect, the Old Town will be transformed into being a rather odd 'add-on' at one end of it (for example, I attach an architect's drawing, produced at the time of the Public Inquiry, to indicate scale).	
In the unlikely event that Hutchison Ports should decide, going forward, against building their new port because of commercial head-winds etc, it would be nice to see the natural bathside bay retained, with the addition of a yacht marina and facility for Thames sailing barges and even visiting Tall Sailing Ships. In such a scenario, Harwich would indeed become a premier destination for visitors. My kind regards, Richard Scully	

	<section-header></section-header>	
S Dixon	Dear Sirs,	
	Local information missed.	Amended
	P.37 Christopher Jones' House is 21-21A King's Head Street.	
	Boundaries	
	No comment	
	Threats	
	During the 14-15 years I have lived in Harwich, I have noticed significant numbers of UPVC windows and doors replace timber ones in the conservation area.	Noted

Some streets are narrow and historical buildings face the threat of being hit by large vehicles, the jetty of 21 King's Head Street being one example. This could be mitigated by the use of bollards and traffic orders restricting access.	A note added on bollards, page 48
There continues to be extensive use of cement rendering and pointing on brick walls, causing old soft bricks to decay. There needs to be training of or communication to local builders and owners to ensure lime is used instead. The brick wall at the Quay end of Eastgate Street is a good example.	Information factsheets could support with this sharing of information on historic materials
Synthetic paints are much in evidence on walls and plinths. This is known to cause damp. Again, there needs to be training in the use of limewashes.	
There has been a tendency for buildings to be erected without planning consent, e.g. the Miranda building. This situation should be regularised by retrospective consent with demolition an option.	Enforcement is noted within the management plan and should be carried out wherever possible
There are gaps or fire breaks between all terraced house in Harwich but many of these have been encroached on illegally as part of roaming possession, increasing fire risk. To date there have been multi premise fires in Market Street, Church Street and West Street. An example of loss of fire break and roaming possession can be seen between 20 and 21 King's Head Street, seen from inside No.21. See also 5 below.	Fire damage noted on page 46 under the 'at risk' heading
Illegal demolition and development, see 4 below.	
2.8 Archaeological Potential	Spoken to the archaeology team who reassessed the HER and slightly tweaked the
The area of land occupied by the buildings lining the south side of the Quay e.g. Miranda House, between King's Head Street and Church Street, is a mid- 19th Century development and possibly conceals the medieval quay and steps. When the Miranda building is developed an archeological dig should be	wording of this section. No notable changes made, but reference to dating of some of the remains with more detail

undertaken here. Interesting archaeological remains could be incorporated	
into a public garden, see 3.5 below.	
3.5 Open Spaces	
There are no open spaces in the area near the Quay end of Harwich, forcing visitors to gather on pavements. Gardens, shrubs, observation points and open areas would make the Quay safer and would open up new views of Harwich including Christopher Jones' House. The Miranda building once demolished would be an excellent location for such a garden especially if the medieval quay is exposed. 3.6 Public Art.	Unable to comment on this within the CAAMP, is this up for redevelopment? Will flag this for future consideration to Tendring
The document describes these murals as positive. However, their legal status isn't clear. Do they have Listed Building Consent or Conservation Area consent? Beacon Hill Fort also sports murals but these constitute criminal damage to a scheduled monument. Are the County Council and District Council encouraging criminal damage? 4 Heritage at risk	Noted, will raise to Tendring
 There appear to be unchallenged demolitions and developments without planning consent or listed building consent, e.g. the recent partial demolitions at the Alma pub and adjacent house in King's Head Street. I haven't received copies of applications or seen notices go up. 5 Management proposals Could sprinkler systems be encouraged as part of a package of practical options to include the use of lime materials? There continue to be spates of fires ravaging groups of timber framed buildings. Since the document was written several further buildings including the Hanover PH in 	Enforcement is noted within the management plan, which should be encouraged if unconsented works take place

	Church Street have been destroyed by fire. Previously, several buildings in Market Street and West Street were also destroyed by fire. Soon there won't be anything left in the conservation area.	Unable to comment specifically on appropriate preventative measures through the CAAMP at this stage, however the threat/risk of fire has been added which
	The fire damaged site in Market Street remains undeveloped and progress is hardly discernible at the site in Church Street.	should support in future management
Public Consultation	 Concerns/thoughts that were raised during the event: Sea levels Awareness of planning controls particularly to shopfronts Changes/maintenance at the Station from the buildings overlooking it Fire damaged building Electric Palace updates 	
Other changes	Removed mention of Tendring not having a local list in section 2.6 Funding opportunities updates p53 (removed HAZ)	

<u>A.7 APPENDIX N</u>

Thorpe-le-Soken Conservation Area

Name/Organisation	Comment	Action/response
Historic England, Ed James	We welcome the production of these appraisals for the five named Conservation Areas. All five of the areas have been added by Tendring District Council to the national Heritage at Risk Register and identified as being 'At Risk', for various reasons. The production of conservation area appraisals and management plans for these areas setting out clear, robust and achievable proposals for their conservation and enhancement is an important step towards improving their condition and securing their long-term conservation.	
	Unfortunately, our capacity and existing commitments dictate that we are unable to comment on all the proposed appraisals in fine detail, but a review of the five documents shows they are clearly laid out, well written and nicely illustrated using photographs, other illustrations and cartography. Where maps are provided showing the location and extent of the conservation areas and their key positive and negative features these are clear and legible, allowing proposed alterations to be easily identified. Key buildings, spaces and features are individually described and illustrated, which is also helpful.	No action needed
	We are pleased to see that Historic England's guidance notes for the Historic Area Assessment and Conservation Area Appraisal process (which can be found here: HE Advice Note 1 - conservation area designation, appraisal and management, and here: https://historicengland.org.uk/images-books/publications/understanding-place-historic-area-assessments/) have been referenced and made use of.	No action needed
	We are also pleased to note that all the appraisals include a management plan to help guide the future conservation and enhancement of the areas. Management plan should contain clear, detailed, specific and achievable aims and objectives, setting out priority actions and long-term goals for management, including for any heritage at risk or areas that detract from the character and appearance of the area. It can also set out where the community feel there is scope for sensitive change within the areas, and provide guidance as to how that development can be achieved in terms of form, style, materials etc., in order to ensure that any developments conserve what is special about the areas.	No action needed

It is positive to note that the management plans all consider how CIL or Section 106 monies could be targeted for enhancements within the conservation area. We would, however, suggest that where the appraisals identify specific negative or detracting elements, these should be the subject of targeted policy and interventions in the management plan.	Noted – specific actions are not included in the management plan, but
For example, in Dovercourt, vacant and derelict sites are one of the principal detracting elements from the quality of the townscape and the significance of the conservation area. We would welcome a commitment towards a proactive approach to their unlocking for redevelopment including consideration of the use of tools such as the preparation of Development Briefs, Design Codes, and potentially Compulsory Purchase and land assembly to bring them forward for regeneration. This could be combined into a single project and adopted policy document.	are identified in the opportunities. We have added text to make more explicit in tying the opportunities section in with para. 206 of the NPPF - Local
We note the discussion regarding the potential for regeneration at Thorpe Le Soken Maltings, and would be pleased to engage on this subject where it might prove useful. We generally support the principles set out in the management plan of this appraisal, in particular the potential for mixed use development adjacent to the railway station. We consider that the production of an Options Appraisal for the area and its surroundings, leading potentially to a masterplan and design code, may be a beneficial course of action in due course.	planning authorities should look for opportunities for new development within Conservation Areas to enhance or better reveal their significance
We strongly encourage the use of Article 4 Directions to help manage inappropriate change, such as the insertion of UPVC windows, in Conservation Areas, and on key non-designated heritage assets included on the Local List. Some of the appraisals incorporate reference to their use, but reference to them is inconsistent across the documents. We would welcome a more consistent approach for clarity. We would refer you to our guidance Stopping the Rot – A guide to enforcement action to save historic buildings: https://www.historicengland.org.uk/images-ooks/publications/stoppingtherot/ (15 April 2016). An audit of existing features, with a corresponding photographic record, is often recommended	Stopping the Rot added
as a useful way to monitor and manage inappropriate alterations that would contravene any Article 4 Direction imposed. To avoid any doubt, this does not reflect our obligation to provide further advice on or, potentially, object to specific proposals which may subsequently arise as a result of the proposed conservation area	to Section 6.2, along with other HE guidance. Also have updated the Tendring Local Plan reference.
appraisal, where we consider these would have an adverse effect on the historic environment. We	

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	would welcome further discussions where there is potential for Historic England to engage on proposals for the enhancement of the conservation areas on the Heritage at Risk Register.	
	If you have any queries about this matter or would like to discuss anything further, please do not hesitate to contact me.	
	Yours sincerely,	
	Edward James	
	Historic Places Adviser	
Natural England		
	Dear Sir/Madam	No action needed
	Natural England is a non-departmental public body. Our statutory purpose is to ensure that the natural environment is conserved, enhanced, and managed for the benefit of present and future generations, thereby contributing to sustainable development.	
	Natural England does not consider that the Tendring Conservation Area Appraisals & Local List Criteria Consultation pose any likely risk or opportunity in relation to our statutory purpose, and so does not wish to comment on this consultation.	
	The lack of comment from Natural England should not be interpreted as a statement that there are no impacts on the natural environment. Other bodies and individuals may wish to make comments that might help the Local Planning Authority (LPA) to fully take account of any environmental risks and connectualities relating to this degree at	
	opportunities relating to this document. If you disagree with our assessment of these Character Appraisals/Management Plans as low risk, or should the proposed Plans be amended in a way which significantly affects the impact on the natural environment, then in accordance with Section 4 of the Natural Environment and Rural Communities Act	
	2006, please consult Natural England again.	
	Yours faithfully	
	Tessa Lambert	
Public Consultation	General comments:	- Alterations
	- Boundary amendments	made result in
	- Inappropriate modern development	a more
	- Traffic/ car parking	definitive
	- Road surfacing maintenance	boundary including the

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	and
	improvements
	to
	understanding/
	appreciating
	setting
	- Boundary
	amendments
	have excluded
	unsympathetic/
	modern
	development
	as much as
	reasonably
	possible. All
	maps have
	been updated
	most
	consultation
	- Addressed in
	management
	plan
	 As above

A.7 APPENDIX O

Thorpe le Soken Station and Maltings Conservation Area

Name/Organisation	Comment	Action/response
Historic England	 Dear Tendring Planning Policy Team Draft Conservation Area Appraisal at Clacton Seafront, Dovercourt, Thorpe-le- Soken, Thorpe Station and Malting and St Osyth, and; Tendring Local Heritage List Consultation Tendring Conservation Area Appraisals We welcome the production of these appraisals for the five named Conservation Areas. All five of the areas have been added by Tendring District Council to the national Heritage at Risk Register and identified as being At Risk, for various reasons. The production of conservation area appraisals and management plans for these areas setting out clear, robust and achievable proposals for their conservation and enhancement is an important step towards improving their condition and securing their long-term conservation. Unfortunately, our capacity and existing commitments dictate that we are unable to comment on all the proposed appraisals in fine detail, but a review of the five documents shows they are clearly laid out, well written and nicely illustrated using photographs, other illustrations and cartography. Where maps are provided showing the location and extent of the conservation areas and their key positive and negative features these are clear and legible, allowing proposed alterations to be easily identified. Key buildings, spaces and features are individually described and illustrated, which is also helpful. 	

We are pleased to see that guidance notes for the Historic Area Assessment and Conservation Area Appraisal process have been referenced and made use of.	
We are also pleased to note that all the appraisals include a management plan to help guide the future conservation and enhancement of the areas. Management plan should contain clear, detailed, specific and achievable aims and objectives, setting out priority actions and long-term goals for management, including for any heritage at risk or areas that detract from the character and appearance of the area. It can also set out where areas and provide guidance as to how that development can be achieved in terms of the community feel there is scope for sensitive change within the form, style, materials etc., in order to ensure that any developments conserve	Management Text enhanced Improved understanding and awareness text enhanced.
what is special about the areas. We would welcome a commitment towards a proactive approach to their unlocking for redevelopment including consideration of the use of tools such as the preparation of Development Briefs, Design Codes, and potentially Compulsory Purchase and land assembly to bring them forward for regeneration. This could be combined into a single project and adopted	Text enhanced to recommend Local Authority undertakes a proactive approach to unlocking the abandoned historic buildings or redevelopment.
policy document. We note the discussion regarding the potential for regeneration at Thorpe Le Soken Maltings, and would be pleased to engage on this subject where it might prove useful. We generally support the principles set out in the management plan of this appraisal, in particular the potential for mixed use development adjacent to the railway station. We consider that the production of an Options Appraisal for the area and its surroundings,	Text added to provide recommendation for preparation of Development Briefs, Design Codes, and potentially Compulsory Purchase and land assembly to bring them forward for regeneration.

	 leading potentially to a masterplan and design code, may be a beneficial course of action in due course. We strongly encourage the use of Article 4 Directions to help manage inappropriate change, such as the insertion of UPVC windows, in Conservation Areas, and on key non-designated heritage assets included on the Local List. Some of the appraisals incorporate reference to their use, but reference to them is inconsistent across the documents. We would welcome further discussions where there is potential for Historic England to engage on proposals for the enhancement of the conservation areas on the Heritage at Risk Register. If you have any queries about this matter or would like to discuss anything further, please do not hesitate to contact me. Yours sincerely, Edward James Historic Places Adviser 	Text on Article 4 Directions enhanced
Natural England	Dear Sir/Madam Natural England is a non-departmental public body. Our statutory purpose is to ensure that the natural environment is conserved, enhanced, and managed for the benefit of present and future generations, thereby contributing to sustainable development. Natural England does not consider that the Tendring Conservation Area Appraisals & Local List Criteria Consultation pose any likely risk or opportunity in relation to our statutory purpose, and so does not wish to comment on this consultation. The lack of comment from Natural England should not be interpreted as a statement that there are no impacts on the natural environment. Other bodies and individuals may wish	NA

A.7 APPENDIX O

Rosegrade	to make comments that might help the Local Planning Authority (LPA) to fully take account of any environmental risks and opportunities relating to this document. If you disagree with our assessment of these Character Appraisals/Management Plans as low risk, or should the proposed Plans be amended in a way which significantly affects the impact on the natural environment, then in accordance with Section 4 of the Natural Environment and Rural Communities Act 2006, please consult Natural England again. Yours faithfully Tessa Lambert Email sent by Jen Wright Holmes & Hills LLP on behalf of Rosegrade	
	 In the management section more should be made of the council's acceptance that a significant amount of enabling development will be required to bring about the redevelopment of this part of the conservation area and the acceptance that this could be off-site (this one doesn't seem too controversial to me – I could make more of enabling development as being a possible solution). The recognition of a commitment from the council to "work with all of the landowners to find a viable scheme of redevelopment and one that can be delivered with certainty. It is, therefore, suggested that the Council should become "a partner" with the owners to secure the redevelopment. The Council could, in particular, be helpful in securing funding from the National Lottery Heritage Fund". (Not sure about this one) The management proposals are strengthened with the recommendation that the Council becomes more involved in securing the redevelopment of the conservation area. (I could allude to cooperation between the Tendring LA and developers to secure a future) 	Local Authority's specific commitment to enabling development would not be appropriate within the Conservation Area Appraisal. No change Suggested commitment from LA for a Rosegrade/Tendring Partnership not appropriate for Conservation Area Appraisal – No change to text Text enhanced to recommend Local Authority undertakes a proactive approach – as per Historic England's comments.

A.7 APPENDIX O

Public consultation	No specific concerns raised in relation to the Appraisal Document or boundary changes.	
	There was general concern regarding the state of the Maltings building and hope that	
	they could be saved and an interest to know what their future might be.	

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Respondent	Comment	PS Comment	Action
Angela Barnes	We do not appear to get any protection of our heritage, and Weeley Station area is a huge concern - it has been disappointing that residents and rail passengers have been let down in this regard over the last four decades, land alongside the rail lines has been taken over and buildings erected without planning permission, so that the approach to the Station has deteriorated. As a Station adopter, looking after the tubs and gardens there, it has been a disaster to lose the station forecourt. The main Council Office building in Weeley is also a building that has a huge presence for the community, and is very attractive. It would have been good to have a community consultation about what residents of Weeley would like to see happen to that building. An agriculture and tourism college, or a Tendring museum would have been good ideas for its future use, but of course costs for these would be too much I suspect. Conservation is so important now that so much development has been going on in Tendring. As an Urban Wildlife Champion for Essex Wildlife Trust, I hope that TDC will look favourably on any projects in the area which encourage and protect our flora and fauna.	Noted, but outside of the scope of this consultation. Buildings in Weeley can be considered as part of the Sage 2 nominations. Comment on flora and fauna noted but outside the scope of the local list consultation.	Local list criteria wording has been amended slightly to better reflect the local heritage of Tendring to ensure nominated buildings are considered for their local interest.
Harwich Society	Strongly support TDC proposal for a local list. Support the Stage 1 proposed criteria.	Noted.	Local list criteria wording has been amended slightly to better reflect the local

	 Look forward to opportunity to nominate buildings for potential inclusion as part of Stage 2. There are Victorian and Edwardian buildings of local architectural value within and beyond the conservation areas. In Dovercourt examples include the Saunders-built Hanslip Ward block, the Mayor's Garden, Police Station, Garrison HQ and earliest parts of the Sunny Hill Estate – might all be shortlisted for local listing. Local listing should be used to designate buildings of local historic interest, including those which display Harwich Society plaques relating to significant characters and events in the history of Harwich. 	Suggestions for potential inclusions on the local list can be considered as part of Stage 2.	heritage of Tendring to ensure nominated buildings are considered for their local interest.
Historic England	The production of a Local Heritage List is also welcomed as a useful tool for identifying, protecting and where necessary enhancing locally important heritage, which would not necessarily meet the requirement for designation at a national level, but that nonetheless is fundamental to local distinctiveness, character and identity. We consider that the proposed approach and methodology outlined in the consultation document is robust, and are pleased to note that it makes use of our advice note 7: Local Heritage Listing.	Noted.	No action required.
Natural England	Natural England does not consider that the Tendring Conservation Area Appraisals & Local List Criteria Consultation pose any likely risk or	N/A	N/A

	opportunity in relation to our statutory purpose, and so does not wish to comment on this consultation.		
Wrabness Parish Council	Wrabness Parish Council supports the Tendring District Council proposal for a list of buildings and structures of local rather than national importance in terms of heritage value. We are aware of buildings of local value that have not made it onto the national list. I have been asked to inform you that the Parish Council supports this initiative and the Stage 1 proposed criteria for assessment.	Noted	No action required

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Agenda Item 16

CABINET

26 JULY 2024

REPORT OF PORTFOLIO HOLDER FOR PARTNERSHIPS

A. 8 TENDRING'S CARELINE SERVICE REVIEW

PART 1 – KEY INFORMATION

PURPOSE OF THE REPORT

To set out the outcome of a review of the Tendring's Careline Service in the context of the change in the market landscape, a number of on-going challenges, including its future financial sustainability, and to present a preferred option for the future provision for public consultation.

EXECUTIVE SUMMARY

Tendring's Careline Service (*Careline*) has been operational since 1987. When it was established, it provided a unique service to Tendring, allowing service users to maintain independent living through 24/7 monitoring and response. The service has been highly regarded by both customers and their family members. However, the telecare landscape has since changed, with several alternative providers now in the market offering similar services (*including telecare and lifting/response*) at comparable fees (see Appendix A).

Careline is an in-house service (*not a state entity, or Local Delivery Vehicle*) which allows service users to remain living independently in their homes. An additional lifting service was established in 2016, which allows responders to lift service users, if appropriate, providing complementary support to Emergency Services.

In addition to its regular operations (*as outlined above*), the Careline team supports the authority's Out-of-Hours service. This service provides a Council response to resident queries including Housing, Environmental Health, Emergency Planning, and CCTV during evenings, weekends, and bank holidays. It should be noted that the Out-of-Hours service is a completely separate working function to the Careline service. Outside of Out-of-Hours arrangements, CCTV is currently monitored by the Careline team and footage is downloaded as requested by Essex Police.

The last review of the service was reported to Cabinet in June 2022 (Minute No. 23 - the decision is included within the Previous Decision's section), where the future sustainability of the service was considered. Cabinet was informed at that time, the preferred course of action would be Option 4: an orderly and sustainable growth of the number of service users to increase income. Initially, the service would concentrate on the recruitment and training of enough staff to ensure a safe service was delivered to customers and that the TSA Accreditation was maintained at the next review in July 2022. Simultaneously, a marketing strategy would be drawn up to include online advertising, promotion of a new website with online retail capabilities, and demonstration appearances at relevant groups across Tendring. This strategy would be put into action once the service was fully staffed. Finally, fees and charges would be re-appraised towards the end of 2023 in time for implementation in April 2024. Having decided that Option 4 allowed time for the service to stabilise, an advertising campaign to take effect, and start generating new customers, whilst delaying fee increases for service users until April 2024, was the lowest risk to the Authority and to Tendring residents. At the time, it was hoped that by increasing customer numbers and associated fees, the reported subsidy could be reduced. However, since this date, it has not been possible to deliver on the proposals as set out in this earlier report to the extent that it sufficiently are used to subsidy to the service. It is also important to highlight wider economic factors that have been experienced since this earlier decision, including significant inflationary impacts in areas such as staff and other operational costs along with staff recruitment and retention challenges, all of which have an impact on the underlying 'economies of scale' for the Service.

It should also be noted that there has been a significant increase in the number of non-Tendring residents, accessing service provision, via the authority's contractual/commercial arrangements. The Careline service supports approximately 2,000 direct service users and supplies third-party provision serving approximately 7,500 service users.

Notwithstanding the above, it is important to highlight that there are a range of alternative providers, who are better placed to provide services, in the market, which provides a different context for the future provision of the Council's own service. Service users are now likely to be able to access more cost-effective provision in the market; Essex County Council provides a free of charge service if a resident is referred to them through a statutory provider e.g. Adult Social Care or a health care provider.

In terms of the financial impact of the above, the total required subsidy was £0.494m in 2022/23 and £0.403m in 23/24. Based on the service continuing in its current form an additional £0.296m budget has been included within the 2024/25 forecast. It is also important to highlight the continuing capacity challenges to meet the needs of a range of customers, including the authority's contractual commitments to other third-party companies.

Based on the above, and the continued development of the market in terms of other alternative providers, it is therefore timely to consider the future of the Careline (*telecare/lifting/response*) service within this changing context.

Over the past 12 months, a detailed review of the Careline service has been undertaken in light of the above, with the following considerations taken into account:

- The provision of a quality, consistent, compliant service to customers;
- The delivery of a financially sustainable service; and
- Consideration and fairness to staff.

Although there will be a number of permutations in relation to the options going forward, five underlying options were identified (*within the context above*) which are summarised as follows:

Option 1 – Maintain current position (*remain in the market, which will require on-going financial support*).

Option 2 – Provide an Out-of-Hours Council service only (*leave the market, focussing on the Council's core business and ceasing telecare and response/lifting*).

Option 3 — Reduce shift pattern to 6 hourly shifts (*remain in the market, staffing changes required, which will require on-going, additional financial support*).

Option 4 – Remove the responder/lifting service (*remain in the market, removal of one element of the service, which will require on-going, additional financial support*).

Option 5 – Termination of third-party contracts (*remain in the market and service Tendring District Council residents only via the Careline scheme, which will require on-going, additional financial support*) and cessation of the TSA accreditation.

Detailed financial information relating to the five options is set out within the appendices of this report with a summary set out in the following table:

Table A

Option	Potential Budget Required (£)	Potential Cost Pressure Required (£)	Potential One-off Costs required (£)	Alternative Providers in the Market	Comments/Considerations
1	487,538	262,468	286,830	Yes	Recruitment/Retention challenges would remain along with challenges of a competitive market.
2	151,934	(72,956)	746,000	N/A	N/A
3	350,303	125,413	306,830	Yes	Recruitment/Retention challenges would remain along with challenges of a competitive market.
4	425,577	200, 687	378,395	Yes	Recruitment/Retention challenges would remain along with challenges of a competitive market.
5	403,435	178,545	286,830	Yes	Recruitment/Retention challenges would remain along with challenges of a competitive market.

Although there is an increased one-off cost associated with Option 2, the pay-back period ranges from 2.22 years to 3.76 years when compared with on-going cost pressures for the other 4 options. (1.20 years to 1.48 years if also taking into account the one-off costs associated with the other 4 options).

A full overview of the advantages and disadvantages of each of these options is detailed in the Background and Current Position section of this report.

Following the detailed review, Option 2 has been identified as the recommended option; that is to cease the telecare and lifting/response provision of the Careline Service with the service solely providing the Council's Out-of-Hours and CCTV service. The proposal would allow current service users to transfer to an alternative provider within the market, in line with their individual needs and as best fits the customer. The Council's Out-of-Hours service and CCTV would remain in place as a contact line supporting residents with Out-of-Hours emergencies (as outlined above). It is worth repeating an earlier point that the Out-of-Hours service does not provide any Careline element such as telecare/lifting/response.

In fulfilling its statutory Best Value Duty, a period of public consultation will need to be undertaken with customers, residents and other key stakeholders, which will also include the organisations that the Council is currently providing services to contractually. Subject to the decision proposed within this report, potentially impacted staff will also be consulted with, acknowledging that the final decision on the future of the service has yet to be made.

A further report will be presented to Cabinet once the necessary consultation has taken place, to enable the outcome to be considered. During this period of consultation, there will be a pause on onboarding new customers, pending the outcome of the consultation; this will avoid a disrupted service to new customers who could potentially be quickly transferred to an alternative provider. This applies only if Option 2 is agreed as the preferred option, as per the recommendations of this report.

It should also be noted that if Option 2 remains the preferred option, following consultation, an additional £300k will be set aside (*subject to Cabinet agreeing recommendation f, detailed below*) for transitional costs; this will also include developing a detailed transition plan which will include the following:

Contacting service users and/or their next of kin to explain the impact of the change and provide information about alternative providers.

- Redeployment options will be explored for affected staff, with redundancy considered only as a last resort.
- One month's notice of termination will be given to Careline customers as per their contract.

However, it is important to highlight at this stage of the decision-making process, the various milestones/stages required to successfully implement the recommended proposed option. This will be supported by a transition plan alongside the details in the draft Communication and Staffing Plan set out in this report and in Appendix C, which will be based on the following key principles:

- Ensuring openness, transparency, and encouraging active engagement with Careline customers so that they are aware of the choices available to them;
- Ensuring transparency and supporting customers and staff through the associated processes;
- Aiming for the withdrawal from the provision of Careline service by 31 March 2025 and terminating any associated contracts and not entering into any further agreements or contracts. No additional customers will be permitted to join the current telecare/lifting/response scheme;
- Limiting where possible, the financial risks to the Council;
- Transferring the focus to the Council's core business e.g. Out-of-Hours, for Emergency Planning, Environmental Services and Housing.

One-off funding set out elsewhere in this report includes funding to support the transition plan based on the above key principles which are likely to be informed by the associated consultation process.

RECOMMENDATION(S)

It is recommended that Cabinet:

- a) notes the outcome of the review of the service as set out in this report and appendices and agrees the decision in principle to adopt Option 2, to cease the telecare and lifting/response provision of the Careline Service, in its entirety, including service delivery under third-party contracts and that the remaining service provision will solely relate to the Council's Out-of-Hours and CCTV service;
- b) subject to a) above, the necessary consultation to be undertaken with customers, residents and key stakeholders. This consultation to be based upon balancing best value principles with the needs of our existing customers, who now have a wider range of options available on the open market, at more comparable rates than the Council can continue to supply the service for;
- c) subject to (a) and (b) delegates the format and design of the consultation to the Leader, Portfolio Holder for Partnerships in consultation with the Assistant Director for Partnerships and the Assistant Director for Governance;
- d) agrees the Communication and Engagement Plan with an overriding objective to encourage and support active engagement with services users to understand the principles of Option 2 and the alternative providers available, as well as understanding why Option 2 is the preferred option;
- e) requests that the outcome of the consultation be reported back to the October/November Cabinet, for a decision as to the future provision of Careline Services (telecare/lifting/response (telecare/lifting/response) to include a detailed transition plan as

necessary; and

f) subject to (a)-(e) above and the associated funding being agreed as part of item A.9 elsewhere on the agenda, sets aside a total budget of £0.746m to meet the potential implementation costs.

REASON(S) FOR THE RECOMMENDATION(S)

Given the changing market context, the recommendations are based on what is considered to be the best option for both service users and the Council.

Several other providers on the open market offer a like for like service, at a comparable price. Furthermore, Essex County Council provides a free of charge service, if a resident is referred to them through a statutory provider, such as Adult Social Care or a health care provider.

It is also important to highlight the continuing capacity challenges the authority faces in meeting the needs of a range of service users, including those supported by third-party contractual arrangements.

ALTERNATIVE OPTIONS CONSIDERED

All options are set out in this report and the accompanying appendices.

PART 2 – IMPLICATIONS OF THE DECISION

DELIVERING PRIORITIES

The Careline service was established in 1987 and provides a high-quality service that provides monitoring and response/lifting for approximately 1,859 service users in Tendring, including our sheltered housing residents.

A revised Corporate Plan and Vision was approved by Full Council at its meeting on 28 November 2023. One of the six included themes is Financial Sustainability and Openness, with a commitment to continue to deliver effective services and get things done whilst looking after the public purse; that means carefully planning what we do, managing capacity and prioritising what we focus our time, money and assets on.

In the Plan and accompanying Vision, the authority has made a commitment that tough decisions will not be shied away from, but will be taken transparently, be well-informed, and based upon engagement with our residents.

OUTCOME OF CONSULTATION AND ENGAGEMENT (including with the relevant Overview and Scrutiny Committee and other stakeholders where the item concerns proposals relating to the Budget and Policy Framework)

The Best Value Duty relates to the statutory requirement for local authorities and other public bodies defined as best value authorities in Part 1 of the Local Government Act 1999 ("the 1999 Act") to "make arrangements to secure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness".

In practice, this covers issues such as how authorities exercise their functions to deliver a balanced budget (<u>Part 1 of the Local Government Finance Act 1992</u>), provide statutory services and secure value for money in all spending decisions.

The Council, as a best value authority is also required, pursuant to <u>section 3 of the 1999 Act</u>, to consult on the purpose of deciding how to fulfil the Best Value Duty. This is the stage at which consultation will best assist the authority in page ding depw to make arrangements to secure

continuous improvement, however, a consultation exercise will need to be conducted with the service users, providing them with information about the reasons for the proposed option for the Council to cease providing telecare/lifting/response provision and available options and alternative service providers.

Post consultation, should Cabinet make the formal decision to implement Option 2, the authority will ensure that its relevant people policies and best practice are robustly applied to support staff. Appendix C - Communications and Staffing Timescales.

LEGAL REQUIREN	IENTS (ind	cluding legislation & cons	stitutional powers)
Is the recommendation a Key Decision? (see the criteria stated here)	YES	If yes, indicate which by which criteria it is a Key Decision	 ✓ Significant effect on two or more wards. ✓ Involves £100,000 expenditure/income. ✓ Is otherwise significant for the service budget.
		And when was the proposed decision published in the Notice of forthcoming decisions for the Council (must be 28 days at the latest prior to the meeting date)	5 th September 2023. Late September for final Key Decision to be published.

Best Value - The general duty.

- (1) A best value authority must make arrangements to secure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness.
- (2) For the purpose of deciding how to fulfil the duty arising under subsection (1) an authority must consult—
 - (a) representatives of persons liable to pay any tax, precept or levy to or in respect of the authority,
 - (b) representatives of persons liable to pay non-domestic rates in respect of any area within which the authority carries out functions,
 - (c) representatives of persons who use or are likely to use services provided by the authority, and
 - (d) representatives of persons appearing to the authority to have an interest in any area within which the authority carries out functions.
- (3) For the purposes of subsection (2) "representatives" in relation to a group of persons means persons who appear to the authority to be representative of that group.
- (4) In deciding—
 - (a) how to fulfil the duty arising under subsection (1),
 - (b) who to consult under subsection (2), or

(c) the form, content and timing of consultations under that subsection, an authority must have regard to any guidance issued by the Secretary of State.

The rationale behind the requirement to consult when proposals are at a formative stage. If consultation is to be meaningful, it needs to be undertaken at a point where the mind of the decision-maker is still open to change and can, therefore, be influenced by the responses to the consultation. A decision-maker can consult upon a preferred option and even a decision in principle, provided that its mind is genuinely open.

It is acceptable for the decision-maker to have a preferred option before consultation begins, but there must be genuine potential for that preference to change as a result of the consultation. Case law has demonstrated that care is required if a consultation strategy entirely excludes certain options from the debate.

Unless consultees have some idea of the decision-maker's rationale for the proposals put forward or the key factors that are likely to be important in the decision-making process, it may be difficult for any effective response to be made. Therefore, consultees should be made aware of the basis on which a proposal for consultation has been considered and will be considered afterwards. They should be aware of the criteria that will be applied by the decision-maker when considering proposals and the factors that will be decisive or of substantial importance at the end of the process.

yes The Monitoring Officer confirms they have been made aware of the above and any additional comments from them are below:

The report has highlighted that there are no anticipated liabilities to be incurred through the termination of existing contracts with third-parties, and that further work will be undertaken prior to the next phase of decision making. It is important that information regarding the termination of the contracts is available at that point, to enable Cabinet to make an informed decision, accepting that funding has been set aside to cover these risks if they subsequently emerge.

I would also suggest that the Equality Impact Assessment for Option 2 is reviewed once the public consultation has taken place and updated, before any final decision is made on the future provision of the service.

FINANCE AND OTHER RESOURCE IMPLICATIONS

In terms of the recent financial performance of the Careline Service, a summary is as follows (*excluding indirect costs*):

Year	Original Budget	Revised Budget	Final Outturn Position
	£m	£m	£m
2021/22	0.005	0.061	0.137
2022/23*	0.010	0.400	0.494
2023/24	0.293	0.374	0.403
2024/25**	0.521	N/A	N/A

* This includes the £221k that was utilised to underwrite the financial risks associated with the continuation of the service previously agreed.

** This includes an additional £296k agreed as part of the 2024/25 budget to support the Service whilst the review is undertaken.

As highlighted within the table above, the most recent full year performance relates to 2023/24, which resulted in the Council effectively subsidising the Service by £0.403m for the year. Based on the service continuing in its current form, an additional estimated amount of £0.296m was included within the 2024/25 forecast, which results in the Original Budget / subsidy for 2024/25 totalling £0.521m as set out in the table.

A financial analysis of the options set out elsewhere in this report has been undertaken with the outcome set out within **Appendix B.** The options were costed based on each aspect of the service, including staffing, working patterns, service contracts, Out-of-Hours and the Telecare Services Association (TSA accreditation). All of these aspects of the service were included in the scope of the review of Careline.

The appendix therefore sets out the financial forecast for the future on-going operational revenue costs for each option and identifies the associated on-going cost pressure required compared to the current underlying net 'base' budget for the Service. The estimated on-going cost pressures range from an additional \pounds 0.262m for Option 1, to a reduction in net costs of \pounds 0.073m for Option 2.

As highlighted within **Appendix B**, options to increase current Careline prices have been considered, however they are unlikely to be economically / commercially successful given they are not competitive compared to alternative providers and existing customers can access cheaper alternatives as set out in **Appendix A**.

As set out elsewhere in the report, although the review has been broadly / initially based on non-financial considerations within a changing market, it is important to highlight that Option 2 would not only remove the risk of additional cost pressures emerging in future years, but it is estimated that it would provide a relatively modest reduction in terms of the Council's overall budget. This is especially important given the challenging financial position faced by the Council over the current forecast period.

However, it is important to highlight that there will be various one-off costs across the 5 options considered that range from replacement equipment costs (*Options 1,3,4 and 5*) to potential transitional / 'decommissioning' costs associated with Option 2.

The highest one-off costs relate to Option 2 and total £0.746m. However, based on the reduced on-going revenue costs associated with the same option, there would only be a limited payback period of 3.76 years compared to the semple vertex option (1.48 years if including one-off

costs within the comparison).

In terms of the one-off costs associated with Option 2, it is important to highlight a number of potential key items which include the following:

- The cost of supporting customers to transition to an alternative provider, as necessary.
- A 'time lag' between potentially terminating contracts, which could see an immediate loss of income, without an immediate corresponding reduction in expenditure as the relationship is unlikely to be linear.
- The cost of agency staff if existing staff leave ahead of the associated reduction in service provision to existing customers.

In addition to the above and subject to Cabinet's agreement and necessary consultation process, if Option 2 is progressed then the Council is unlikely to completely withdraw from the service until 31 March 2025 at the earliest and therefore the total budget for 2024/25 may not be sufficient.

With the above in mind, an additional sum of $\pounds 0.300$ m is proposed to be set aside to respond to such risks. When taken together with the other one-off costs set out within **Appendix B**, it is proposed to set aside a total of $\pounds 0.746$ m to support these costs if they arise. The proposed funding is set out within item A.9 elsewhere on the agenda, with the recommendations set out above therefore remaining subject to the associated agreement from Cabinet later in the agenda.

At the present time, there are no anticipated legal/financial liabilities relating to the termination of any existing contracts as any such arrangements will be managed within the terms of the associated agreements. However, this will form part of the work highlighted below.

As set out elsewhere in this report, the outcome from the associated consultation process will be reported back to Cabinet later in the year along with a transition plan. This will provide a timely opportunity to review / revisit the key financial considerations as part of determining the final agreed way forward, but it is prudent to set aside the funding identified above now as part of this report. Any changes required to be made to the financial position set out above will therefore be included in the report that will be presented later in the year to support Cabinet in their decision-making process.

A useful summary of the key financial information discussed above has been set out within **Table A** elsewhere in this report.

Yes The Section 151 Officer confirms they have been made aware of the above and any additional comments from them are below:

Although there are no significant issues to highlight over and above those set out elsewhere in this report, it is important to highlight the pragmatic and prudent approach of setting the necessary funding aside at this point in the decision making process. This therefore 'underpins' the 'in principle' decision proposed, albeit this remains subject to the necessary consultation.

As highlighted earlier in the report, when the outcome of the consultation is reported back to Cabinet later in the year, the financial considerations will be revisited to support the Cabinet's final proposals.

USE OF RESOURCES AND VALUE FOR MONEY

The following are submitted in respect of the indicated use of resources and value for money indicators:

,	ability: how the body	Full financial information is shown in Appendix		
plans and manages its resources to ensure it can continue to deliver its services;		В.		
	the body ensures that	This is a Key Decision (on Schedule -	 5th	
it makes informed de	•	September 2023) and a range of options for		
manages its risks, inclue	1 1 3	service are provided within the Cabinet repo		
C) Improving econ	omy, efficiency, and	Full financial information is shown in Appe	endix	
effectiveness: how the b		B. Alternative provision and costings are sh	nown	
about its costs and pe	•	in Appendix A.		
the way it manages and				
	MILESTONES AND DELIVERY			
Director for Partnerships	Staff were provided with an update about the ongoing review in May 2024 by the Assistant			
	5.			
Key milestones are de	tailed below:			
August 2024	Public consultation be	0		
Early/Mid-September	Public consultation re	minder		
September/October	O&S Committee			
2024				
Late Sept	Public consultation ends			
2024				
October 2024	iCab			
	Pre agenda publication	on		

A Communications and Staffing Plan are shown in Appendix C.

transition plan).

Cabinet

option).

Final decision made

October/

2024

November

November 2024

The Trade Union has been provided with an update on the review process including the potential impacts on staff and service users. They have offered support throughout the process.

Formal staff consultation begins (depending on agreed

Service users to be informed of the post consultation outcome and next steps (as outlined in the proposed

During the consultation period and beyond, it is possible that some staff may decide to find alternative employment outside of TDC, potentially affecting staffing levels during the implementation period. A period of implementation of the chosen option would need to be agreed for the transfer of staff to other roles, to support the smooth running of the service and avoid a negative effect on the service users' experience.

Under the authority's Best Value obligations, an agreed period of consultation is required for service users, contractors, key stakeholders and those affected by the changes to Careline service. Alternative providers would need to be contacted to ensure there is no loss of service for the vulnerable people who rely on this Careline service. A minimum termination period of 4 weeks is required for service users.

A date to stop taking on new customers would need to be agreed if the service were to cease to continue in its current format.

Implementation milestones are detailed in Appendix C and the Background and Current Position sections of this report.

ASSOCIATED RISKS AND MITIGATION

Discussions need to take place at the earliest opportunity with the alternative providers to ascertain their availability to take on service users and what timescale they could facilitate this. The Council would not be recommending alternative providers but would be providing factual information to Careline customers.

Essex County Council (ECC) provide a similar service for free. The criteria for this are that the customers have to be referred through Adult Social Care, their GP or hospital. There is no means-test for this service. Enquiries would need to be made at the earliest opportunity to ensure that ECC have the capacity and budget that can facilitate the level of service users should some need to transfer. This would form part of the consultation process.

There may also be a requirement to utilise agency staff if existing staff leave early and there may be a time lag between termination of contracts, resulting in an immediate loss of income, and therefore expenditure may not reduce in a linear way.

EQUALITY IMPLICATIONS

Section 149 of the Equality Act 2010 places a statutory duty (The Public Sector Equality Duty, "PSED") on the Council in the exercise of their functions and is applicable when making decisions to have due regard to the needs to:

(a) Eliminate unlawful discrimination, harassment and victimisation and other behaviour prohibited by the Act. In summary, the Act makes discrimination etc. on the grounds of a protected characteristic unlawful.

(b) Advance equality of opportunity between people who share a protected characteristic and those who do not.

(c) Foster good relations between people who share a protected characteristic and those who do not including tackling prejudice and promoting understanding.

The protected characteristics are age, disability, gender assignment, pregnancy and maternity, marriage and civil partnership, race, religion or sexual orientation. The Acts states that notably, 'marriage and civil partnership' is not considered a relevant protected characteristic for advancing equality of opportunity (b) and fostering good relations.

Equality Impact Assessments ("EqIA") have been conducted for each of the five options provided within this report.

A summary of the EqIA outcomes are shown in Appendix D.

Nevertheless, the Equality Impact Assessment highlights that the proposals outlined in this report may potentially affect both service users and staff, particularly in relation to disability and age. As detailed elsewhere in this report, it is crucial to address any associated impact through the proposed transitional arrangements, with the corresponding costs specified in the financial analysis. Several key principles guide this approach, as follows:

- Feedback from service users as part of the consultation.
- The use of data to determine support for individual service users .
- To regularly review and update the Equality Impact Assessments as required.
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• To ensure clear Communication to both Service Users and staff.

SOCIAL VALUE CONSIDERATIONS

Social Value is defined through the Public Services (Social Value) Act 2012 and requires all public sector organisations (and their suppliers) to look beyond the financial cost of a contract and consider how the services they commission and procure might improve the economic, social, and environmental well-being of an area.

This is not relevant to the proposed recommended Option 2, as the Council will not be commissioning or procuring services, the current Careline Service users would have the ability to choose directly from a number of alternative providers on the open market, who are experienced and competitive in delivering telecare services.

IMPLICATIONS FOR THE COUNCIL'S AIM TO BE NET ZERO BY 2030 N/A

OTHER RELEVANT CONSIDERATIONS OR IMPLICATIONS

Consideration has been given to the implications of the proposed decision in respect of the following and any significant issues are set out below.

Crime and Disorder	N/A
Health Inequalities	The service enables residents to maintain independent lives and there are a number of other providers offering comparable services.
Subsidy Control (the requirements of the Subsidy Control Act 2022 and the related Statutory Guidance)	Since the legislation came into force in January 2023, public authorities must assess whether they are providing subsidies within the definition of the Act, which equates to financial assistance conferring an economic advantage to one enterprise over another. An assessment of the contract price agreed by the Council when the contract was entered into demonstrates that the Council has been subsiding third-party contractors. Therefore, consideration should be given to terminating our existing agreements.
Area or Ward affected	All.

PART 3 – SUPPORTING INFORMATION

BACKGROUND AND CURRENT POSITION

The Careline service has been established since 1987 and provides support to residents who wish to stay in their own homes for around 1,859 service users, including 259 sheltered housing tenants.

The service provides either call monitoring only, where a next of kin, friend, or neighbour is contacted to notify them that assistance is required or call monitoring and response. The responder service is an additional element where an officer attends their home to assess their needs and lift them if appropriate. This will all cease under Option 2.

There are also a number of smaller contracts with other providers that Careline services, some of which are call monitoring only; others offer a call monitoring and responder service. These will also cease under Option 2.

The Careline service also provides an Out-Of-Hours function during evenings, weekends, and bank holidays for services across the Council, such as Car Parks, Play Areas, Leisure, Environmental Services, Housing (*including Sheltered Schemes*), Emergency Planning and CCTV. This would continue under Option 2.

The last review of the service was reported to Cabinet in June 2022, where the future of the service was considered and the option that was agreed to support the future sustainability of the service was based on a mix of increased customers and fees. However, since this date the Service has faced a number of challenges that has resulted in it not being able to significantly increase its market share, along with the annual review of fees and charges being broadly set against alternative providers now operating in the market. The service has also faced significant resourcing issues with difficulties in recruiting and retaining staff, which may impact on the consistency and quality of the service.

Based on the above, it has therefore been timely to undertake a further review to address the issues that have emerged/developed since the report to Cabinet in June 2022.

The review has identified a number of options with a summary as follows:

Option 1 – Maintain current position.

This option is self-explanatory and is therefore based on maintaining the existing services to Careline customers along with commercial customers.

Option 2 – Provide an Out-Of-Hours only service.

This option is based on reducing the Careline service to Out-Of-Hours calls only, to support Council services, including Emergency Planning, Environmental Health, Housing and any other emergency situations for residents, between the hours of 5pm and 9am weekdays, and 24 hours a day over the weekend and bank holidays. *In effect, this option is based on withdrawing from the provision of the current Careline Service, including third-party contracts.*

Option 3 – Reduce shift pattern.

This option is based on reducing the current shift pattern to 6 hourly shifts for call monitoring and responders, which will reduce the current staff running costs.

A review of the service's call monitoring has been conducted, which shows the level of calls received daily. This has provided information about the peak periods so that the service can plan staffing levels around peak times.

Option 4 – Remove responder/lifting service.

This option will remove the lifting option for customers. Telecare will still be provided but if a resident requires a response and/or lifting this will be referred to another organisation or the call will be referred to next of kin.

A review of the Careline responder service has been conducted and this has identified that 26% of responder/lifting shifts are not currently being staffed. This means that the service is unable to provide this level of assistance to the users on a 24/7 basis.

If the responder/lifting element were to be removed there are two other suppliers in Essex that provide a like for like service, which Careline service users could use if they require this support. A comparison of costings to run this element of the service is provided in Appendix B.

Statistics show that during the period January 2023 to January 2024:

• An average of 200 visits were conducted per month to service users' homes.

• An average of 91 service users were lifted each month.

Option 5 – Removal of the Telecare Services Association (TSA) accreditation and termination of third-party contracts that Careline services.

This will include terminating third-party contracts, which the review has identified, in some instances, cost the Council to service. This will include bringing the TSA accreditation to an end, which includes staffing costs associated with data collation and the actual TSA audit costs.

The Telecare Services Association is the accredited body that provides the guidelines for Careline Industry standards. There is a fee for membership in the Association, as well as fees for auditing and monitoring this accreditation. This amounts to £4,200.

Details of the advantages and disadvantages of each of the Options are outlined above. It should be noted that all options, apart from Option 2, bring a cost pressure and require additional budget provision; while for customers there are alternative, more cost-effective providers within the market, offering a comparable service.

Whilst customers tell us they appreciate the service, the response service may be intermittent, due to staffing levels, and recruitment has been challenging for a number of years. Furthermore, the majority of the Council's current response, including telecare (69% of calls) supports our third-party contracts.

On this basis, it is recommended that the core Out-Of-Hours Council services are prioritised going forward as indicated in Option 2.

If Option 2 is agreed as the preferred option, as per the recommendations outlined in this report, the Council's Best Value Duty requires consultation to commence with customers and key partner organisations. Following consultation, a further report would be submitted to Cabinet for final approval. Appendix C provides the timescales for Communications and Staffing Plan.

As stated earlier in this report, if Option 2 remains the preferred option (*subject to the recommendation above*), an additional £300k will be set aside (*subject to Cabinet agreeing recommendation f*) for transitional costs; this will also include developing a detailed transition plan.

A transition plan for Option 2 would be a critical part of the decision-making process, and will therefore, be presented to the Cabinet as part of the next stage of the decision-making process, including the outcome of the consultation and final option agreed.

PREVIOUS RELEVANT DECISIONS

Cabinet Report – June 2022 – Minute No. 23:

RESOLVED that Cabinet -

- a) agrees to the continuation of a Tendring Careline Service for residents;
- b) adopts Options 4 as the basis for the longer-term approach to deliver a viable and sustainable Careline Service in the long term;
- c) requests Officers to take steps to maximise marketing opportunities to increase the customer base in an orderly way through 2022/23 and 2023/24 in working towards the figures highlighted in Option 4 within Appendix A to the Portfolio Holder's report;

Cabinet 17 June 2022;

- d) approves the utilisation of the existing Careline Reserve of £221k to underwrite the financial risks associated with a), b) and c) above; and
- e) requires that detailed updates be presented to Cabinet as part of future financial performance and budget setting reports later in the year in order to provide an ongoing review.

Audit Committee – 31 March 2022

To inform the Audit Committee of the actions taken by Tendring Careline after an improvement notice was issued by the TEC Services Association (TSA).

Resolved that the Committee notes the content of the report and asks officers to create a recovery plan.

Audit Committee – 29 September 2022

Careline Board Update – responses from the Careline Board to questions raised by the Audit Committee were considered.

BACKGROUND PAPERS AND PUBLISHED REFERENCE MATERIAL

Cabinet Report – June 2022 Audit Committee – 29 September 2022 EIAQs – Appendix D

APPENDICES

- Appendix A Alternative Service Providers
- Appendix B Careline Financial Analysis
- Appendix C Communications and Staffing Plan
- Appendix D EIA Summary Information

REPORT CONTACT OFFICER(S)	
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Appendix A Careline comparison with other suppliers

	TDC Careline	one off charge	monthly
	Installation	£36.00	not available
	monitoring and Response (includes digital unit, pendant and sim card	not available	£30.55
_	Monitoring only	not available	£22.95
U U			
age	Smoke Detector	not available	£1.53
age 857	Smoke Detector TSA accredited	not available	£1.53
		not available one off payment	£1.53 monthly
	TSA accredited Taking Care	one off	
	TSA accredited Taking Care Partners	one off payment	monthly
	TSA accredited Taking Care Partners Installation monitoring with	one off payment £40.00	monthly N/A
	TSA accredited Taking Care Partners Installation monitoring with falls device	one off payment £40.00 not available	monthly N/A £21.99

Colchester BC - T/A Amphora Health care	one off charge	monthly		
	fee not	fee not		
installation	known	known		
Lifting and response	not available	£33.16		
monitoring				
only	not available	not available		
Smoke Detector	not available	not available		
TSA accredited				

	one off			
Telecare 24	payment	monthly		
Installation				
fee	£39.00	not available		
Monitoring				
with pendant	not available	£32.00		
Monitoring				
only	not available	£13.99		
Smoke				
Detector	£44.00	N/A		
TSA accredited				

Provide - ECC Carecall	one off charge	monthly		
installation	not available	not available		
Lifting and				
response	not available	£30.33		
monitoring				
only	not available	not available		
Smoke				
Detector	not available	not available		
TSA accredited				

Age	one of			
concern	payment	monthly		
Installation	£70.00	not available		
Monitoring				
with falls				
anywhere	not available	£32.39		
Monitoring				
only	not available	£17.70		
Smoke				
Detector	£51.00	not available		
TSA accredited				

Careline 365 - Norwich	pay annually	monthly	one off fee	Life Connect 24	pay annually	monthly	one off fe
nstallation	not available	not available	£45.00	Installation fee	not available	not available	£45.00
monitoring with alls device	£299.88	£24.99	not available	monitoring with falls device	£332.99	£32.00	not availab
Monitoring only	not available	not available	not available	Monitoring only	£320.00	£26.00	not availat
Smoke Detector	£51.00	not available	not available	Smoke Detector	£50.00	not available	not availat
not TSA accredit	ted			TSA accredit	ed		

Colchester	one off				
Helpline	payment	monthly			
Installation	free	N/ A			
monitoring and					
response					
(pendant)	not available	£33.16			
Monitoring only	not available	not available			
Smoke Detector	not available	not available			
not TSA accredi	not TSA accredited				

	one off		Annual		
Careium	payment	monthly	payment		
Installation	£50.00	not available	not available		
monitoring					
and response					
(pendant)	not available	£30.00	not available		
Monitoring					
only	not available	£20.00	not available		
Smoke					
Detector	not available	not available	£30.00		
TSA accredited					

NB This information is not exhaustive , as there maybe other national providers.

For the purposes of this report, this information is based on nearby companies and cost comparisons

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Careline Financial Analysis

Option 1	Maintain Current Position (remain in the market)
Option 2	Provide an Out of Hours Council service only
Option 3	Reduce Shift Pattern to 6 hourly shifts
Option 4	Remove the responder/lifting service
Option 5	Termination of third-party contracts

Direct Expenditure	Outturn 2023/24	Budget 2024/25*	Option 1 Maintain current position	Option 2 Out of hours only	Option 3 Reduce to 6 hour shifts	Option 4 Remove responder/ lifting service	Option 5 Terminate 3rd party contracts
Employees	993,267	947,220	1,145,882	120,834	996,457	943,899	869,589
Premises	0	310	70	70	70	70	70

	Transport	24,261	24,010	24,010	0	18,710	500	18,710
	Supplies and							
	Services	129,341	126,100	146,986	15,000	146,986	146,986	146,986
	Other	4,012.00	4,740	4,340	0	4,340	4,340	4,340
	CCTV Direct							
	Expenditure	12,807	17,030	17,030	17,030	17,030	17,030	17,030
	Total							
	Expenditure	1,163,688	1,119,410	1,338,318	152,934	1,183,593	1,112,825	1,056,725
-								
ag	Direct Income							
ი დ	Fee Payers	(745,450)	(729,540)	(587,050)	0	(587 <i>,</i> 050)	(441,008)	(587,050)
62	Contracts	0	(89 <i>,</i> 300)	(180,000)	0	(180,000)	(180,000)	0
	Other	(8,040)	(13,450)	(17,670)	0	0	0	0
	Charge to HRA	(65,240)	(61,230)	(65,240)	0	(65,240)	(65,240)	(65,240)
	CCTV Grant							
	Income	0	(1,000)	(1,000)	(1,000)	(1,000)	(1,000)	(1,000)
	Total Income	(818,730)	(894,520)	(850,960)	(1,000)	(833,290)	(687,248)	(653,290)

Potential additional budget required	344,958	224,890	487,358	151,934	350,303	425,577	403,435
Potential cost pressure required			262,468	(72,956)	125,413	200,687	178,545

One-Off / Capital Costs						
ag						
$\frac{\Phi}{\infty}$ Capital - Digital Switch C	ver*	253,230	0	253,230	253,230	253,230
Sim Upgrade*		33,600	0	33,600	33,600	33,600
Capacity Costs to Roll ou	t Digital Switcho	0	0	0	71,565	0
Transitional Pay Protecti	on	0	0	20,000	0	0
One off Staffing Costs**		0	250,000	0	11,000	0
Financial Strain**		0	150,000	0	9,000	0
transitional/ other costs		0	300,000	0	0	0
Additional HR		0	46,000	0	0	0

Potential one-							
off costs							
required	0	0	286,830	746,000	306,830	378,395	286,830

Above excludes any potential external contribution

* Upfront cost but will be recovered over 3 years

****** Potential to reduce liability through redeployment/ predicted costs

Potential Fee Change	es l					
မ္က မ္က Current Fee (per mon Increase to bring back Revised Fee		30.55 45% 44.30	n/a n/a n/a	21%	22.95 46% 32.69	30%

Assumes no change in demand

Notes

* Excludes one-off additional budget cost pressure 2024/25 - £296,000

Appendix C - Careline Options Communications and Staffing Plan

<u>Context</u>

Careline is a service provided by Tendring District Council (TDC) to support around 7,500 vulnerable people living independently in their own home through Telecare. This includes fall bracelets, watches and pendants. It provides a 24/7 service to its paying customers, as well as some additional offers such as a lifting service. Careline also supports TDC's out-of-hours capabilities and CCTV control centre.

A deep-dive review has been conducted by a TDC officer external to the service – reporting to the Portfolio Holder and Assistant Director, with the Portfolio Holder presenting various options to Cabinet for decision-making.

Objectives

The overall aim of this communications plan (and subsequent activity) is to support a smooth transition from current Careline operations to whichever option is taken forward; recognising the recommended option is to cease the telecare aspect of the service.

Specific objectives are;

Ensure a good understanding of the rationale behind the review/chosen option by the public, Members and the wider organisation.

Support existing customers to a smooth transition to alternative or no provision (whether that be a new provider, revised TDC provision, or no service if that is their choice), with accurate information.

Support affected staff through the transition by effective communications of the support from Human Resources (HR) to them, both directly and through the trade union.

An outline timetable, with proposed actions, is outlined below. This is subject to change as the process takes place, with later dates particularly flexible.

Date	Milestone	Audience	Action	Owner
18 July	Pre- agenda	Careline Staff	Staff briefing &	AD / HR
	publication		communication	
		Members	Group Leaders	CX/AD
18 July	Cabinet agenda	Public	News release &	Communications
	published		associated	
			comms.	
		Customers	Inform options	Lead officer
		TDC staff	Staff update	CX/AD (+
				comms)
26 July		Customers	Update on	Lead officers
			decision &	

	Cohinoti		concultation	
	Cabinet;		consultation.	
	preferred option chosen		alternative	
	CHOSEII		providers?	
		Public	News release &	Communications
		FUDIC	associated	/ Lead officers
			comms (e.g.	/ Leau officers
			website, social	
			media)	
		Careline Staff	Immediate	AD/HR
			written update	AD/TIN
			on preferred	
			option decision;	
			to include dates	
			for further	
			updates	
		TDC staff	Staff update	CX/AD (+
				comms)
		Members	Update on	CX
			decision &	
			reminder of key	
			messages	
August	Public	Public/TDC	General	Comms / Lead
	consultation	staff/Customers	information on	officer
	begins		consultation	
		Careline staff	Staff	HR/AD
			encouraged to	
			engage	
Early/Mid-	Public	Public/	Encouragement	Comms / Lead
September	consultation	Customers/	to take part in	officer / HR
	reminder	Staff	consultation	
Late Sept	Public	Careline staff	Short update on	нк
	consultation		next steps	
~ 7 November	ends Cobinet egonde		L La Cabinat aganda	nublichod:
~ / November	Cabinet agenda		us Cabinet agenda	i published.
	published. Report	Customer	•	
	published.		staff update	
	Consultation	Public up		
	outcome.	Member u	ipuale	
	Recommended			
	way forward.			
15 November	Cabinet.	All as per previor	us Cabinet:	
	Final decision		update, including	next steps
	made		staff update, includ	•
		Public up	•	
		 Member u 		
			r staff update	
The below depends	upon the chosen or			ded (Option 2)
		saon, planning cui		

~ 22 November	Formal staff consultation begins	HR process begins with staff and union, including possible notification to Insolvency Service		
w/c 6 Jan 2025	End of HR staff consultation	Careline staff	Feedback and outcomes	HR
Ongoing	Transition arrangements	Careline staff	Operational arrangements	HR
		Customers	Operational arrangements	Lead officers
		Public	Reactive media work	Comms

Engagement

The public consultation on the preferred and alternative options will be carried out in line with our Community Engagement Strategy.

This will include using a variety of channels to reach the public and encourage them to take part.

While a digital-first approach is preferred for the public at large, recognising the specific needs of segments of the Careline customer audience means this cohort will be contacted using the channels they are signed up to. This may potentially also involve contact with next of kin or other contacts where required to ensure understanding and accessibility surrounding the consultation.

Formal staff consultation, if required, will be carried out under the Council's existing human resources and employer policies.

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Appendix D

Summary of Equality Impact Assessments

A review of the Careline service has been carried out and multiple options have been considered. The table below summarises the impact each option could have on service users, staff and the Council.

General actions for all Options

- Monitor service user feedback and satisfaction surveys.
- Monitor staff morale and provide support for staff who require it.
- Conduct meetings with staff and management to explain the process going forward and provide an update on the review conducted so far.
- Union engagement in the process.
- Employee Assistance Programme offered to all staff.
- Regular communication with service users.

Title of Activity	Type & Purpose of Activity	How will the activity impact on people?	Who will be affected by Activity	Impact on Protected Characteristics	Evidence	Impact on people's health and well being	Specific Actions for this Option
Option 1 – Maintain Current position	Maintain current position – no changes are made to the current structure or duties performed.	It is intended that the service will continue without changes, therefore, no consultation would be required for this option, as there is no effect on the service provided.	No one will be affected since there will be no changes to the service.	All areas are neutral.	The Careline service users provide their personal circumstances and medical history to current records held on service users and staff. This would not be affected by continuing with the service.	There would be a minimal impact on people's health and wellbeing.	No addition to general actions above.

Title of Activity	Type & Purpose of Activity	How will the activity impact on people?	Who will be affected by Activity	Impact on Protected Characteristics	Evidence	Impact on people's health and well being	Specific Actions for this Option
Option 2 – provide Out of Hours service only	Provide an Out-of- hours service only. This option also includes continuation of CCTV monitoring.	There are 1,859 service users who use the call monitoring and responding/lifting service. Less staff would be required to undertake the reduced service. By changing to out-of-hours only 1,986 Careline users, would be impacted as they would need to switch to an alternative provider. All third party contracts would need to be terminated and services transferred to an alternative provider, ensuring a smooth transition from one provider to another.	Service users and staff.	Negative impact on some service users due to their disability and age. Service users lack of support from next of kin, friends, or neighbours' family members. Known ill health or dementia. Potential negative impact on some staff due to their age/disability, due to ability to be redeployed into a suitable alternative role. There is a neutral impact on other protected characteristics.	Current records held on service users enable the team to identify who might need additional help during the consultation process and when transferring to an alternative provider. Service Users - Breakdown in age ranges Up to 60 = 80 61-70 = 190 71-80 = 500 81-90 = 800 Over 90 = 400 Staff encouraged to contact Careline managers, HR or the union for support.	This option could potentially impact service users by causing stress and anxiety, having to change service providers. Impact on staff morale during the reduction of the Careline service, to out of hours only, due to potential loss of income . If Option 2 is still the preferred option , following consultation, HR support would include a focus on redeployment opportunities.	In addition to the general actions above, identify service users who might need additional support, including those who have no next of kin. Identify service users who might need additional help transferring to an alternative provider and support. Make sure to provide staff with effective and robust support. An additional fund (£300k) has been included in the budget to support the transition. Monitor the contact made with service users to ensure everyone has the right information provided to make an informed choice of alterative provider based on their personal needs and circumstances.

Title of Activity	Type & Purpose of Activity	How will the activity impact on people?	Who will be affected by Activity	Impact on Protected Characteristics	Evidence	Impact on people's health and well being	Specific Actions for this Option
Option 3 – change in working pattern	Option 3 of the Careline review is to change the working pattern of staff and return to 6 hourly shifts for both control operators and responders. Reduce need to pay for breaks, as only working 6 hours per shift.	Reducing the working pattern may help address the current difficulties in covering shifts. Easier to locate replacements - shifts will be less hours when cover is needed.	Staff.	All areas are neutral, apart from potential negative impact on some staff due to their disability e.g. mental health. Protected pay in place for 1 year. Reduced at 25% every 3 months. Financial impact on staff after protected pay has ended.	Current staff records enable the team to identify whether staff with a history of mental health may need additional support during the process. Staff encouraged to contact Careline managers, HR or the union to discuss any concerns.	This option could potentially have a financial impact on staff, which in turn could cause stress and anxiety.	In addition to the general actions above, ensure all staff are provided with effective and robust support. Managers and HR will offer support if any staff are experiencing stress and anxiety.
Option 4 – removal of responder and lifting service.	Option 4 is the removal of the responder/lifting service.	The responder /lifting element of the service would no longer be provided. Careline would offer a Telecare only service. If medical assistance was required, Careline would either call an ambulance or notify the next of kin or nominated contact.	Service users. Staff.	Negative impact on some service users due to their disability and age. Some service users who rely on this element of the service to remain in their home would have to consider changing to another provider or being removed to a care facility.	Current records held on service users enable the team to identify who might need additional help during the consultation process and if transferring to an alternative provider. Current records on staff enable the team to identify whether staff may need additional support through the process.	This option could potentially impact service users by causing stress and anxiety. This option could potentially have a financial impact on staff, which in turn could	In addition to the general actions above, identify service users who might need additional support and assistance during the consultation process, including those who have no next of kin. Make sure to provide staff with effective and robust support. To provide alternative employment within TDC if appropriate. Redundancies are a last resort.

Title of Activity	Type & Purpose of Activity	How will the activity impact on people?	Who will be affected by Activity	Impact on Protected Characteristics	Evidence	Impact on people's health and well being	Specific Actions for this Option
				Potential negative impact on some staff due to their age and disability. Redeployment of responder staff would need to be considered or staff would need to be absorbed into other duties within the Careline service if appropriate. The other protected characteristic groups would have a neutral impact.	Staff encouraged to contact HR, Union or Managers if they are concerned about the proposed changes to service delivery.	cause stress and anxiety.	Identify staff who might need additional support during the process. Encourage staff to contact HR, Union or managers if concerned. An additional fund (£300k) has been included in the budget to facilitate the smooth transition for staff and service users.
Option 5 – Termination of third party contracts and cessation of the TSA accreditation.	Option 5 is to terminate all third party contracts and cessation of the TSA accreditation.	Careline customers could be affected by Option 5, as this would mean the removal of the responding TSA accreditation. Users would need to be consulted on this to inform them of their options to	Service users. Staff.	Negative impact on some service users due to their physical and mental capacity and age. Lack of support from family, friends, neighbours care facility.	Current records held on service users enable the team to identify who might need additional help during the consultation process and when transferring to an alternative provider.	This option could potentially impact service user by causing stress and anxiety having to change service providers	In addition to the general actions above, identify service users who might need additional support and assistance during the consultation process, including those who have no next of kin. An additional fund (£300k) has been included in the budget to enable this process

Title of Activity	Type & Purpose of Activity	How will the activity impact on people?	Who will be affected by Activity	Impact on Protected Characteristics	Evidence	Impact on people's health and well being	Specific Actions for this Option
		transfer to an alternate provider if they wish to.		The other protected characteristic groups would have a neutral impact.			to be supported for those individuals that require additional help and support.

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Agenda Item 17

CABINET

26 JULY 2024

REPORT OF THE CORPORATE FINANCE & GOVERNANCE PORTFOLIO HOLDER

A.9 OVERVIEW OF THE FINANCIAL OUTTURN 2023/24 AND PROPOSED ALLOCATION OF THE GENERAL FUND VARIANCE FOR THE YEAR AND OTHER IN-YEAR BUDGET ADJUSTMENTS 2024/25

PART 1 – KEY INFORMATION

PURPOSE OF THE REPORT

To seek approval of the allocation of the overall 2023/24 General Fund revenue variance along with a number of proposed budget adjustments in 2024/25.

EXECUTIVE SUMMARY

• The Portfolio Holder for Finance and Governance agreed the overall outturn position for 2023/24 on 17 July 2024, with a high level summary of the General Fund revenue position set out below. The detailed report considered by the Portfolio Holder is available on the Council's website using the following link <u>Decision - Financial Outturn</u> 2023/24 (tendringdc.gov.uk).

Variance for the year before carry forward requests	(£14.440m)
Less revenue carry forwards requested by Services	£12.611m
Variance for the year after requested carry forwards	(£1.829m)

- Some key highlights of the Portfolio Holder report mentioned above are as follows:
 - 1) the favourable variance for the year of **£1.829m** is currently being held in the Revenue Commitments Reserve;
 - 2) carryforwards totalling £9.879m that had been requested by Services were agreed, with a number of carry forwards totalling £2.732m remaining subject to further review, with the outcome of this review being reported separately in the year. In respect of any carry forwards subsequently not approved, they will be added to the overall outturn variance for the year that can then be considered alongside the development of the forecast / financial performance reports during the year.
 - a number of recommendations to Cabinet relating to the potential allocation of the variance of £1.829m highlighted in the table above were proposed with the full resolution as follows:

(f) notes the overall General Fund outturn variance of £1.829m for 2023/24 that is being carried forward via the Revenue Commitments Reserve, and:

i) recommends to Cabinet that £0.259m of this overall General Fund variance

that relates to the net outturn surplus on Off-Street Parking 'Account' is set aside for investment in that Service;

- ii) agrees that the remaining balance of £1.570m is set aside to support the items included in Table 3 within the report and that final proposals be recommended to Cabinet when they consider the Portfolio Holder for Finance and Governance's Outturn report at their meeting on 26 July 2024.
- In respect of the items highlighted in 3) above, the final proposed adjustments are included within **Appendix A (Section 1)** of this report.
- This report also provides a timely opportunity to briefly reflect on the in-year position for 2024/25, with some further proposed adjustments set out within Appendix A (Section 2).
- In respect of 2024/25, it is also proposed to bring together a number of existing budgets to create a Corporate Investment Fund to support the long term forecast and enable key investments in 'spend to save initiatives', delivering priorities and supporting existing services. The proposed adjustments are set out within Appendix A (Section 3). Although further use of this fund will be subject to separate decisions later in the year, Appendix A (Section 3) includes three initial allocations that relate to other items elsewhere on the agenda.
- The recommendations below set out a number of delegations associated with the delivery / implementation of the various items agreed within **Appendix A** as necessary.

RECOMMENDATION(S)

That Cabinet:

- (a) notes the high level Financial Outturn Position set out in this report and the initial favourable General Fund Revenue variance of £1.829m for the year, which is currently held within the Revenue Commitments Reserve;
- (b) agrees the use of the General Fund Outturn for the Year of £1.829m as set out in Appendix A (Section 1a);
- (c) endorses the use of existing budget of £0.144m to provide financial support to Citizens Advice Tendring (CAT) in 2024/25 as set out within Appendix A (Section 1b);
- (d) subject to (b) above, in respect of the additional £0.259m set aside for reinvestment in the Parking Service, agrees a delegation to the Portfolio Holder for Leisure and Public Realm to utilise this funding during the year;
- (e) subject to (b) above, in respect of the additional £0.100m made available to support the Waste, Recycling and Street Cleansing Contract, agrees a delegation to the Corporate Director (Operations and Delivery), in consultation with the Portfolio Holder for Environment to utilise the additional proposed budget to support the work associated with the options appraisal / tender activities for the Waste and Street Cleansing Contract;

- (f) subject to (b) above, in respect of the additional of £0.100m made available to support the Seasonal Grounds Maintenance and Cleansing Costs, agrees a delegation to the Corporate Director (Operations and Delivery), in consultation with the Portfolio Holder for Environment and Portfolio Holder for Leisure and Public Realm to utilise the additional proposed budget to support any associated work;
- (g) subject to (b) above, in respect of the £0.150m made available to support the Walton-on-Naze Lifestyles Facility projects associated with the Swimming Pool Grant Funded Capital Projects, a delegation to the Portfolio Holder for Leisure and Public Realm be agreed to determine the business case and associated allocation of this funding;
- (h) subject to (c) above, in respect of the contribution of £0.144m to CAT, agrees a delegation to the Leader in consultation with the Assistant Director Partnerships and Monitoring Officer to extend the current Subsidy Scheme for 2024/25 (along the same principles of the decisions of Cabinet in July 2023) before any payment is made along with other associated governance arrangements ahead of 2025/26 as required;
- (i) agrees the budget adjustments for 2024/25 set out in Appendix A (Section 2);
- (j) agrees the establishment of a Corporate Investment Fund (CIF) along with the associated budget adjustments for 2024/25 as set out in Appendix A (Section 3), which includes the three initial allocations from this fund;
- (k) after the further review of Carry Forwards from 2023/24 that any items subsequently not approved then the associated amount be transferred to the CIF;
- (I) notes the updates previously requested by Cabinet that relate to the two carry forwards from 2022/23 as set out within this report; and
- (m)agrees a delegation to the Council's S151 Officer, in consultation with the Finance and Governance Portfolio Holder, to adjust the outturn position for 2023/24 along with any corresponding adjustment to earmarked reserves as a direct result of any recommendations made by the Council's External Auditor during the course of their audit activities relating to the Council's 2023/24 accounts.

REASON(S) FOR THE RECOMMENDATION(S)

To allocate the overall General Fund favourable outturn variance for 2023/24 and agree a number of proposed budget adjustments in 2024/25.

ALTERNATIVE OPTIONS CONSIDERED

This is broadly covered in the main body of this report.

PART 2 – IMPLICATIONS OF THE DECISION

DELIVERING PRIORITIES

A revised Corporate Plan and Vision was approved by Full Council at its meeting on 28 November 2023. One of the 6 included themes is Financial Sustainability and Openness, with a commitment to continue to deliver effective services and get things done whilst looking after the public purse; that means carefully planning what we do, managing capacity and prioritising what we focus our time, money and assets on. Tough decisions will not be shied away from, but will be taken transparently, be well-informed, and based upon engagement with our residents.

The forecasting and budget setting / management processes will have direct implications for the Council's ability to deliver on its objectives and priorities. Effective budgetary control is therefore an important tool in ensuring the financial stability of the authority by identifying and responding to issues as timely as possible.

The outturn position reflects the above and supports the Council's successful financial planning processes.

OUTCOME OF CONSULTATION AND ENGAGEMENT

In terms of the in-year financial performance of the Council, internal consultation is carried out via the Council's framework to monitor / manage the budget and as part of developing the forecast as set out within the Constitution.

LEGAL REQUIREMENTS (including legislation & constitutional powers)						
Is the recommendation a Key Decision (see the criteria stated here)	YES/ NO	If Yes, indicate which by which criteria it is a Key Decision	 Significant effect on two or more wards X Involves £100,000 expenditure/income Is otherwise significant for the service budget 			
		And when was the proposed decision published in the Notice of forthcoming decisions for the Council (must be 28 days at the latest prior to the meeting date)	Publication date was at least 28 days ahead of the date of this decision.			

The Council is legally required to calculate a Council Tax requirement each financial year. Within this framework is the requirement to monitor and report accordingly on the financial position of the authority against this requirement.

The outturn position set out in this report and the actions proposed are within the Council's powers and reflect the statutory requirements and responsibilities of the Council in the preparation of its accounts.

As reported during the year, there is a Best Value Duty that relates to the statutory requirement for local authorities and other public bodies defined as best value authorities in Part 1 of the Local Government Act 1999 ("the 1999 Act") to "make arrangements to secure continuous improvement in the way in which its functions are exercised, having regard to a combination of

economy, efficiency and effectiveness". In practice, this covers issues such as how authorities exercise their functions to deliver a balanced budget (Part 1 of the Local Government Finance Act 1992), provide statutory services and secure value for money in all spending decisions.

Best value authorities must demonstrate good governance, including a positive organisational culture, across all their functions and effective risk management. They are also required, pursuant to section 3 of the 1999 Act, to consult on the purpose of deciding how to fulfil the Best Value Duty.

In respect of financial support to charities and the voluntary sector, best value guidance sets out a number of issues including the need for consultation along with stating that an authority intending to reduce or end funding (where 'funding' means both grant funding and any fixed term contract) or other support to a voluntary and community organisation or small business should give at least three months' notice of the actual reduction to both the organisation involved and the public/service users. Such issues will need to be reviewed in light of any associated actions such as the on-going review of grant funding, including the future relationship with Citizen's Advice Tendring.

The Government have recently published revised Statutory Guidance on the Best Value Duty of Local Authorities in England under section 26 of the 1999 Act, which best value authorities are required to have regard to. To provide greater clarity to the sector on how to fulfil the Best Value Duty, the statutory guidance sets out seven overlapping themes of good practice for running an authority that meets and delivers best value. These seven best value themes build on the lessons learned from past interventions and reflect what most local authorities already do or are striving to achieve. A detailed description of these themes, including characteristics of a well-functioning local authority and indicators used to identify challenges that could indicate failure, is set out within the revised guidance and financial management and sustainability is a reoccurring expectation throughout the themes and indicators. This outturn report along with how the Council responds to new or developing issues remains an important element of demonstrating these key requirements.

The approval of the outturn position each year is delegated to the Finance and Governance Portfolio Holder. Any further decisions that may be required following the outturn process, such as allocating money brought forward from the prior year will be reported to Cabinet at a subsequent meeting. In effect, the approval of the outturn delegated to the Finance and Governance Portfolio Holder will primarily only place available funding that needs further allocation in reserves until such time as a formal / separate decision is made by Cabinet, with this latter point being the subject of this report.

Yes The Monitoring Officer confirms they have been made aware of the above and any additional comments from them are below:

The contents of the report have been reviewed personally by the Monitoring Officer, who supports the ongoing reference to the Council's Best Value Statutory Duty and recently published guidance, as set out within the legal requirements section and highlighting where additional decisions are required.

In addition it is important to highlight that the grant funding through a Service Level Agreement to Citizens Advice Tendring (CAT) can only be made if the Subsidy Scheme approved by Cabinet in July 2023 is extended to cover 2024/25 (for the same reasons as set out in that report). A separate decision from the Leader will be required before any funding can be granted if the recommendations as set out in this report are approved. Notice to cease the

existing arrangement with CAT should be given (as was intended within 2023/24), in line with the Best Value Guidance referred to in the Legal Requirements section of this report.

The review of external funding as requested by Cabinet will determine how the Council will deliver against its current priorities and Corporate Plan for 2024/25.

FINANCE AND OTHER RESOURCE IMPLICATIONS

The main financial implications for each section of the Council's accounts are as set out in this report.

Yes The Section 151 Officer confirms they have been made aware of the above and any additional comments from them are below:

The Section 151 Officer is the author of this report.

USE OF RESOURCES AND VALUE FOR MONEY

The following are submitted in respect of the indicated use of resources and value for money indicators:

A) Financial sustainability: how the body plans and manages its resources to ensure it can continue to deliver its services;	This is addressed in the body of the report as necessary.
B) Governance: how the body ensures that it makes informed decisions and properly manages its risks, including; and	
C) Improving economy, efficiency and effectiveness: how the body uses information	
about its costs and performance to improve the way it manages and delivers its services.	

MILESTONES AND DELIVERY

This report forms part of the Council's wider budget setting and monitoring processes. In respect of 2023/24, this report sets out a final outturn position for the year that builds on earlier financial performance reports that have been presented to Cabinet on a broadly quarterly basis throughout the year.

As highlighted elsewhere in this report as necessary, the on-going financial forecast and budget monitoring processes will need to take account of the outturn position for 2023/24 and reflect new issues or significant changes to existing issues as part of their development during 2024/25.

ASSOCIATED RISKS AND MITIGATION

Although there are no direct risks associated with the outturn position, there will be various 'knock on' risks to the Council's financial position going forward, which are either addressed elsewhere within this report or will be revisited as part of developing the longer term forecast that will be presented to a future Cabinet meeting. The financial position for 2024/25 and beyond will therefore be reviewed in light of this outturn position.

The Council's reserves, including the Forecast Risk Fund remain a key element of the long-term plan approach with additional details set out in the Portfolio Holder Report highlighted earlier. In respect of the Forecast Risk Fund, there has been no adverse impact on the balance held at the end of 2023/24, which totals **£6.426m** (£0.284m more than when last reported to Members

in February 2024), that remains available to support the forecast this year and beyond.

EQUALITY IMPLICATIONS

There are no direct implications that significantly impact on the Council's financial performance / forecast at this stage. However, the ability of the Council to appropriately address such issues will be strongly linked to its ability to fund relevant schemes and projects and determination of the breadth and standard of service delivery to enable a balanced budget to be agreed.

An impact assessment will be undertaken as part of any separate budget decisions such as those that will be required to deliver savings. This is an important part of the future decision making timetable and must be adequately factored into the process.

SOCIAL VALUE CONSIDERATIONS

There are no direct implications that significantly impact on the financial forecast at this stage.

However, such issue will be considered as part of separate elements of developing the long-term forecast.

IMPLICATIONS FOR THE COUNCIL'S AIM TO BE NET ZERO BY 2030

There are no direct implications that significantly impact the financial forecast at this stage.

However, such issue will be considered as part of separate elements of developing the long-term forecast.

OTHER RELEVANT CONSIDERATIONS OR IMPLICATIONS

Consideration has been given to the implications of the proposed decision in respect of the following and any significant issues are set out below.

Crime and Disorder	Please see comments above
Health Inequalities	
Area or Ward affected	

PART 3 – SUPPORTING INFORMATION

BACKGROUND, PROPOSED ALLOCATION OF THE OVERALL GENERAL FUND VARIANCE FOR 2023/24 AND PROPOSED BUDGET ADJUSTMENTS IN 2024/25

The Financial Outturn for 2023/24 was agreed by the Portfolio Holder for Finance and Governance on 17 July 2024. The associated report considered by the Portfolio Holder set out an overall General Fund favourable variance of **£1.829m** after allowing for revenue carryforwards totalling **£12.611m**.

In respect of the carry forwards highlighted above, in-line with the associated delegations, the Portfolio Holder for Finance and Governance agreed items totalling **£9.879m**, with the remaining items totalling **£2.732m** subject to further review / reporting. The Portfolio Holder for Finance and Governance also agreed that for any subsequent carry forwards not approved, the balance to be added to the outturn variance for 2023/24. Following the proposed establishment of the Corporate Investment Fund (CIF) as set out elsewhere in this report, it is now proposed that after the further review mentioned above, any unapproved

carry forwards from 2023/24 are transferred to the CIF. An associated recommendation is therefore included above.

In respect of the overall General Fund favourable variance of **£1.829m** mentioned above, this has been initially transferred to the Revenue Commitments Reserve until its allocation is formally considered at this Cabinet meeting. In approving the outturn position for 2023/24, the Finance and Governance Portfolio made the following two recommendations to Cabinet:

1) The setting aside **£0.259m**, being the overall surplus against the Off-Street Parking budget to enable investment in the associated Service in 2024/25 and beyond, which could include repairs and maintenance and exploring electric vehicle infrastructure opportunities.

The following additional information was set out in the outturn report considered by the Portfolio Holder:

Parking Income – additional income has be achieved for the year. When taken together with an associated underspend against employee budgets, the overall favourable variance for the year totals **£0.259m**. It is proposed to set this amount aside in an associated reserve / budget to invest in the Service, which is in-line with the requirement relating to the setting of fees and charges each year on a cost recovery basis.

2) After taking account of the parking adjustment above, a balance of £1.570m would remain. It is proposed to set aside this balance to support the potential on-going impact of some of the adverse outturn variances for 2023/24 along with other new / emerging issues in 2024/25 and changes to items already included in the 2024/25 budget.

With the above in mind, a number of items were included within Table 3 of the Portfolio Holder's report which remained subject to being finalised for recommending to Cabinet. The same table referred to above also included the consideration of other items that may have an impact in 2024/25 along with other potential items that support the development of the Councils priorities that may require a timely decision e.g. seasonal implications.

In respect of the above, the final proposed adjustments are set out in **Appendix A** (Section 1a) of this report. Following the proposed establishment of the 'CIF', it is proposed to transfer the unallocated balance of the General Fund variance for the year of £0.580m to this fund, which is also reflected within **Appendix A**.

Corporate Investment Fund

Finalising the outturn position for 2023/24 has provided a timely opportunity to review a number of budgets that have previously been set aside but remain unallocated / uncommitted. As set out within **Appendix A (Section 3)** it is proposed to bring these items together into one 'fund' that in turn will be available to support the three key strands of the forecast that have previously been discussed, which are summarised as follows:

- To invest in existing services
- To support 'spend to save' initiatives
- To support the delivery of the Council's priorities

Although expenditure from this 'fund' will remain subject to further / separate decisions as appropriate, **Appendix A (Section 3)** includes three initial proposed allocations that relate to the following associated items set out elsewhere on the agenda:

- Careline Review
- Capacity building and the delivery of the levelling up projects
- Increase to CRP Project Budget

As highlighted within **Appendix A**, after the above proposed allocations, **£2.440m** would remain within the fund for further consideration during the year. It is acknowledged that there may be further opportunities to transfer money into this fund during the year, which will be subject to separate decisions as necessary.

In addition to the above, on-going support to Citizens Advice Tendring is being proposed in 2024/25 as an interim measure to enable actions to be undertaken in line with our best value duties and responsibilities to voluntary / charitable organisations within the District. Unlike the items above, there will be no additional contribution required from the outturn variance highlighted earlier as a budget of **£0.144m** already exists in 2024/25, but the inclusion of this item within **Appendix A (Section 1b)** provides the opportunity to consider this matter as timely as possible this year.

Members may recall the decision made by Cabinet on 21 July 2023 where support to CAT was agreed in 2023/24 whilst a wider review of grant funding was undertaken to inform the decision in 2024/25. At the present time and following on from subsequent reports to Cabinet (the most recent of which was 19 April 2024), this review remains on-going. It is therefore proposed to continue the financial support to CAT on broadly the same terms as 2023/24. As set out in the report to Cabinet in July 2023, due to the value of the proposed financial assistance, the Minimum Financial Assistance threshold exemption under the associated Subsidy Control Act 2022 cannot be relied upon, because the recipient has received in excess of £314K over last 3 years from TDC, in addition to other public funding.

As set out in the report to Cabinet last year, a number of important governance issues therefore needed to be undertaken before any financial assistance could be provided, including approving an associated Subsidy Scheme. A delegation is therefore included in the recommendations above to extend the existing Subsidy Scheme and undertake any other necessary governance arrangements, including those ahead of 2025/26, where CAT will be informed of the Council's approach ahead of any decision emerging from the wider review of grant funding.

The recommendations above also include a number of delegations to enable expenditure to be incurred against a number of additional budgets set out within **Appendix A** as necessary. This includes the money set aside:

- for re-investing in Parking Services;
- to support the retender of the waste, recycling and street cleansing contract;
- for seasonal grounds maintenance and cleaning activities; and
- to support the capital schemes associated with the Government's Swimming Pool Support fund. Cabinet formally accepted the Government grant funding of £0.136m at its meeting in April 2024. Although an additional £0.150m is now proposed to be allocated from the Council's own resources to complement the grant received from the Government, the delegation included within the recommendations above also seeks

confirmation of the business case ahead of any expenditure being committed / incurred.

In respect of the last bullet point above, it is important to highlight that this does not impact on the Government grant funding received for Brightlingsea Lido or the associated scheme, with the grant funding remaining payable to the relevant external organisation subject to the completion of the necessary governance arrangements as delegated in the earlier Cabinet report mentioned above.

This report also provides a timely opportunity to briefly reflect on the in-year position for 2024/25 and respond to other emerging issues. A further proposed adjustment is therefore set out within **Appendix A (Section 2)**.

Other Issues

At its meeting in April 2024 Cabinet requested an update on the two carry forward items from 2022/23 that were previously requested by Cabinet at its 10 November 2023 meeting, for inclusion in the Outturn Report for 2023/24. With this in mind, the following information has been provided by the relevant Service:

• Human Resources Carry Forward (HR Capacity - £0.111m)

£20,000 was used to support an associated external review commissioned from EELGA. The review has been concluded with the outcomes planned to be presented to the Human Resources and Council Tax Committee.

£45,000 is funding formal qualification(s) training required to support the recommendations offered by the Housing Regulator (CIH Qualifications) along with additional specialist management development training for teams following restructures.

£46,000 relates to the funding of fixed term resources supporting additional required capacity in a number of areas such as a wider recruitment project and for continued support for the implementation of the new HR & Payroll system which went live on 1 April 2024 with additional modules to be rolled out across 2024/25.

• Career Track (£0.046m)

This funding was requested to provide further support to Career Track to cover the cost of temporary staff as apprentice numbers are increasing and changes to funding bands (amount of funding paid for individual apprenticeships) for apprenticeships are confirmed. This work is planned to remain on-going in 2024/25.

In addition to all of the matters highlighted above, during the external audit of the Council's Accounts over the coming months, adjustments or amendments may be recommended by the Council's External Auditor. Although subject to the actual adjustments that may be recommended by the Auditor, they may have a direct impact on the overall outturn position for the year rather than be just presentational changes. They would then be included in the Statement of Accounts that would be presented to the Audit Committee later for approval. To enable the right level of flexibility in responding to any changes recommended by the External Auditor, a delegation is included in the recommendations above to enable the Council's S151 officer, in consultation with the Finance and Governance Portfolio Holder, to make the necessary adjustments to the 2023/24 outturn position.

PREVIOUS RELEVANT DECISIONS

General Fund and HRA Budgets for 2023/24 Approved – Full Council February 2023

Financial Performance Report 2023/24 – General Update at the end of July 2023 – Item A.5 Cabinet 6 October 2023.

Financial Performance Report 2023/24 – General Update at the end of Q2 September 2023 – Item A.3 Cabinet 10 November 2023.

Updated General Fund Financial Forecast / Budget 2024/25 – Item A.4 Cabinet 15 December 2023.

Updated General Fund Financial Forecast / Budget 2024/25 – Item A.4 Cabinet 26 January 2024.

Executive's Proposals – General Fund Budget and Council Tax 2024/25 – Item A.1 Full Council 14 February 2024.

Executive's Proposals – Housing Revenue Account Budget 2024/25 – Item A.2 Full Council 14 February 2024.

Financial Performance Report 2023/24 and 2024/25 – General Update at the end of Q3 – Item A.3 Cabinet April 2024.

Financial Outturn 2023/24 Report – Agreed by the Portfolio for Finance and Governance 17 July 2024 (LINK: <u>Decision - Financial Outturn 2023/24 (tendringdc.gov.uk</u>))

BACKGROUND PAPERS AND PUBLISHED REFERENCE MATERIAL

None

APPENDICES

Appendix A – Proposed Allocation of the GF Outturn Variance for 2023/24 and In-Year Budget Adjustments for 2024/25

REPORT CONTACT OFFICER(S)	
Name	Richard Barrett
Job Title	Assistant Director (Finance & IT)
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Proposed Allocation of the General Fund Outturn Variance 2023/24 and In-Year Budget Adjustments for 2024/25

Description	Expenditure Budget £	Income Budget £	Comments / Reason for Adjustment
SECTION 1 - ALLOCATION OF GENERAL FUND OUTTURN VARIANCE 2023/24 AND RECOMMENDATIONS OF THE FINANCE AND GOVERNANCE PORTFOLIO HOLDER			
Section 1a			
Use of GF Outturn Variance 2023/24 Carried Forward via the Revenue Commitments Reserve		(1,828,974)	
Additional costs to support the tender of the Waste and Street Cleansing Contract	100,000		Although a sum of £0.200m has already been set aside to support the important elements of this work, this additional funding would enable the completion of the necessary activities to deliver a successful procurement process.
Temporary District Wide Family Solutions Officer (12 month period) - reduced grant income	10,000		Following further review, grant income originally anticipated from ECC (as reported to Cabinet in May 2024) is no longer receivable as there was no prior approval given from ECC to carry this money forward into 2024/25 as originally expected. Given the important work that such posts undertake as reported to Cabinet in May, it is proposed to fund this limited shortfall rather than explore potential alternatives such as reducing the period this temporary post covers.
Increased Crematorium Gas Costs	80,000		It has emerged that a 'back-dated' gas bill that is due to be paid has placed pressure on the 2024/25 budget. Although this issue remains under review, it is prudent to set aside this funding now and revisit it in more detail during the year as part of the quarterly financial performance reports.
Increased Homelessness Temporary Accommodation Costs	500,000		In light of the outturn position set out in the PFH Report it is likely that an increase to the budget in 2024/25 is required and it is felt prudent to set aside this level of funding now. However, the positive impact of the Spendells House scheme that is scheduled to be completed later in the year will have a positive impact on this budget, which will therefore be considered as part of the quarterly financial performance reports during the year.
Career Track - Reduction in income	50,000		As previously reported (latest update considered by Cabinet in April 2024) the Service continues to work towards reducing the overall subsidy where possible. This amount reflects a potential reduction in income in 2024/25 based on the position experienced in 2023/24. Although this remains under review, it is felt prudent to set aside this sum now and review the position on an on-going basis as part of the financial performance reports during the year.
Set Aside of Off-Street Parking Variance 2023/24	259,000		This reflects the surplus within the Off-Street Parking Account for 2023/24 that is proposed to be set aside for investment back into the Service. Spending from this budget will require separate decisions during the year.
Swimming Pool Grant funded Capital Schemes	150,000		Following further review, it has emerged that the cost of the schemes previously approved and funded by an associated Government Grant have significantly increased. The items that these relate to (Air Handling Units and Building Management System at Walton Pool) remain as essential upgrades and would therefore remain as a cost pressure regardless of the funding receivable from the Government. Therefore rather than potentially return the money to the Government, it is proposed to set aside the Council's own contribution to ensure that these works can go ahead.
Seasonal Grounds Maintenance and Cleaning Costs	100,000		As highlighted in the PFH report, there may be opportunities to support additional items that may emerge including those that support the Council's priorities that may require a timely decision e.g. seasonal implications. With this in mind it is proposed to set aside this sum to invest in grounds maintenance and cleaning costs across the district during the summer / main tourism period.
Balance of GF Outturn 2023/24 - Transferred to the Corporate Investment Fund (See Section 3 Below)	579,974		Please see the main body of the report for further details.
Section 1b			
Citizens Advice Tendring Grant Contribution 2024/25	144,000		Please see the main body of the report for further details (this item is not a further contribution from the outturn for the year but
Citizens Advice Tendring - Use of Existing Grant Budget		(144,000)	confirmation of the use of the existing associated budget)
Section 1 Totals	1,972,974	(1,972,974)	

Description	Expenditure Budget £	Income Budget £	Comments / Reason for Adjustment	
SECTION 2 - IN-YEAR BUDGET ADJUS	SECTION 2 - IN-YEAR BUDGET ADJUSTMENTS 2024/25			
Clacton Leisure Centre - Contract Cleaners	46,200		Due to significant recruitment challenges etc., it is proposed to engage the services of contract cleaners in the short term (for the period up to the end of March 2025). The cost will be met by the	
Clacton Leisure Centre - Employee Budgets		(46,200)	proposed transfer from the existing employees budget for the centre.	
Section 2 Totals	46,200	(46,200)		
SECTION 3 - IN-YEAR BUDGET ADJUSTMENTS - ESTABLISHMENT OF A CORPORATE INVESTMENT FUND AND INITIAL ALLOCATIONS 2024/25				
Unallocated Outturn Variance 2022/23		(3,508,400)		
Unallocated Balance of New Homes Bonus Grant 2024/25		(347,800)		
Balance of General Fund Outturn Variance 2023/24 (set out in Section 1 above)		(579,974)		
Establishment of New Corporate Investment Fund	4,436,174			
Initial Allocations from the Corporate Investment Fund Above				
Proposed Set Aside to Support the Review of Careline	746,000		As set out elsewhere on the agenda, it is proposed to set aside this sum of money to support the on-going review of Careline, with any expenditure from this budget being subject to further decisions.	
Establishment of a Project Delivery Unit	1,000,000		As set out elsewhere on the agenda, it is proposed to allocate this sum of money to provide additional capacity to support the delivery of a number of key projects and activities.	
Increase to CRP Project Budget	250,000		As set out elsewhere on the agenda, it is proposed to allocate this sum of money to complement existing external CRP grant funding to deliver this element of the wider project.	
Use of Corporate Investment Fund*		(1,996,000)		
Section 3 Totals	6,432,174	(6,432,174)		

* Remaining Balance on the Corporate Investment Fund after Proposed allocations above = £2,440,174

Agenda Item 18

CABINET

26 JULY 2024

REPORT OF THE HEAD OF DEMOCRATIC SERVICES & ELECTIONS

A.10 <u>PETITION: REQUEST FOR PROVISION OF PUBLIC CONVENIENCES IN JAYWICK</u> <u>SANDS BEACH AREA</u>

PART 1 – KEY INFORMATION

PURPOSE OF THE REPORT

To formally report the receipt of a petition submitted requesting the provision of public conveniences in the Jaywick Sands beach area.

EXECUTIVE SUMMARY

A paper petition submitted by Danny Sloggett as lead petitioner, on behalf of the Jaywick Sands Happy Club, was received during April 2024. The petition contains 86 names and addresses that are legible and those persons are on the electoral register.

The petition requests that public conveniences be provided in the Jaywick Sands beach area. The explanatory text for the petition states:-

"We have been approached by holiday makers and locals concerning the lack of toilets by the beach to the point of locals finding people defecating in their gardens.

It's only going to get worse now the summer is here and the holiday makers are flooding in. We have a beautiful beach to enjoy but nowhere for people to go to the toilet."

Public Conveniences are an executive function (Assets Portfolio) and therefore the Cabinet is the appropriate body to consider this matter.

This matter has now been investigated and a report prepared and presented to the Cabinet on the basis that the Petition contained between 30 and 500 signatures.

Having discussed the petition it will be for Cabinet to decide what action, if any, will be taken.

RECOMMENDATION(S)

That, having duly considered the Petition together with the information provided in this report, the Cabinet decides what action, if any, it wishes to take.

REASON(S) FOR THE RECOMMENDATION(S)

To comply with the adopted scheme for dealing with petitions, as set out in the Council's Constitution.

ALTERNATIVE OPTIONS CONSIDERED

There are several courses of action available to the Cabinet once the petition has been considered, including:

- No action (with reasons as to why no action is proposed)
- Taking the action requested in the petition
- Taking an alternative or amended course of action to that requested in the petition (with reasons as to why such action is being taken)
- Undertaking research into the matters raised (this could include referring the matter to the relevant Portfolio Holder, or officer of the Council) and holding a meeting with the petitioners.
- Referring the petition to a Committee or Cabinet or an external person/body (such as the County Council or Government body or Public Services or the Ombudsman or Member(s) of Parliament)
- Holding a public meeting
- Holding an inquiry
- Providing a written response to the lead petitioner setting out the Council's views on the request in the petition
- Deferring consideration of the petition to a future committee, Cabinet or Council meeting
- Calling for a referendum (if permitted under the legislation and subject to costs)

PART 2 – IMPLICATIONS OF THE DECISION

DELIVERING PRIORITIES

In respect of the Corporate Plan 2024/28 Priority Themes the Cabinet's decision will contribute to:

• Financial Sustainability and Openness

To continue to deliver effective services and get things done we must look after the public purse; that means carefully planning what we do, managing capacity, and prioritising what we focus our time, money and assets on. Tough decisions will not be shied away from, but will be taken transparently, be well-informed, and based upon engagement with our residents. We will give clarity on where the Council spends the money it is provided with.

LEGAL REQUIREMENTS (including legislation & constitutional powers)

Asset Management (including public conveniences) is an executive function that is delegated by the Leader of the Council to the Cabinet collectively and, individually, to the Assets Portfolio Holder in schedule 3 of part 3 of the Council's Constitution. The overall function of the Council's Executive is the discharge, in accordance with the Council's policy framework all functions of the Council (including "local choice functions") except those functions which cannot by virtue of the Local Authorities (Functions and Responsibilities) (England) Regulations 2000 (as amended) and other legislation, be the responsibility of the Executive.

FINANCE AND OTHER RESOURCE IMPLICATIONS

There are no direct implications immediately resulting from consideration of this report. However, should Cabinet be minded to explore the possible provision of public conveniences at Jaywick Sands beach then various matters would need to be considered and decided upon such as the allocation of a Budget; procurement; planning application(s); project management; cleaning and maintenance; opening hours; charging; public utility connections et cetera.

USE OF RESOURCES AND VALUE FOR MONEY

External Audit expect the following matters to be demonstrated in the Council's decision making:

A) Financial sustainability: how the body plans and manages its resources to ensure it can continue to deliver its services;

B) Governance: how the body ensures that it makes informed decisions and properly manages its risks, including; and

C) Improving economy, efficiency and effectiveness: how the body uses information about its costs and performance to improve the way it manages and delivers its services.

As such, set out in this section the relevant facts for the proposal set out in this report.

The following are submitted in respect of the indicated use of resources and value for money indicators:

A) Financial sustainability: how the body	Not applicable in this instance but would need to
plans and manages its resources to ensure	be seriously considered if there was a desire by
it can continue to deliver its services;	Cabinet to provide these public conveniences.
B) Governance: how the body ensures that	
it makes informed decisions and properly	Nothing in addition to those matters already set
manages its risks, including; and	out in the report.
C) Improving economy, efficiency and	Not applicable in this instance.
effectiveness: how the body uses	
information about its costs and performance	
to improve the way it manages and delivers	
its services.	

MILESTONES AND DELIVERY

Not Applicable in this instance.

ASSOCIATED RISKS AND MITIGATION

Not Applicable in this instance.

OUTCOME OF CONSULTATION AND ENGAGEMENT

The Council's adopted Scheme for Dealing with Petitions states, inter alia:-

- Receipt of a petition will be formally acknowledged to the lead petitioner in writing or by email as appropriate, within five working days of its receipt.
- The appropriate Ward Member(s) will be informed of receipt of a petition and when and how the petition will be considered.
- When a petition is being considered by Cabinet or Council/Committee, the lead petitioner will be invited to address the Cabinet or Council/Committee, outlining the reasons for the submission of the petition and what action they would like the Council to take. The lead petitioner (or his or her representative) will have a time limit of three minutes for their speech and the petition will then be discussed by Councillors. A Ward Councillor can, at the request of the lead petitioner, present the petition to Cabinet or Council/Committee on behalf of the relevant petitioners.
- The lead petitioner will be informed, in writing, of the Cabinet or Council's decision and this information will also be published on the Council's website via the Minutes of the relevant meeting at which the petition was dealt with. If a further meeting is to be held to consider the issues raised in the petition, the lead petitioner will be supplied with the relevant details and will also be given the opportunity to attend and address that meeting and if appropriate, answer any questions posed at the meeting.

EQUALITIES

In line with the Public Sector Equality Duty, public bodies such as the Council must, in the exercise of their functions, give due regard to the need to eliminate discrimination, harassment, victimisation, to advance equality of opportunity and foster good relations between those who share a protected characteristic and those who do not.

The protected characteristics are age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race religion or belief, sex, sexual orientation.

Not Applicable in this instance.

SOCIAL VALUE CONSIDERATIONS

There are no social value considerations relevant to this report having regard to the Public Services (Social Value) Act 2012.

IMPLICATIONS FOR THE COUNCIL'S AIM TO BE NET ZERO BY 2030

There is no impact on the Council's aim for its activities to be carbon neutral by 2030 including the actions, policies and milestones in its Climate Change Action Plan.

OTHER RELEVANT CONSIDERATIONS OR IMPLICATIONS

Set out what consideration has been given to the implications of the proposed decision in respect of the following and any significant issues are then set out below.

Consideration has been given to the implications of the proposed decision in respect of the following and any significant issues are set out below.

Crime and Disorder	None
Health Inequalities	None
Area or Ward affected	West Clacton & Jaywick Sands

PART 3 – SUPPORTING INFORMATION

ASSISTANT DIRECTOR (BUILDING & PUBLIC REALM)'S ASSESSMENT AND ADVICE

Tendring District Council owns two existing public convenience locations in the Jaywick area: new facilities centrally located and recently opened on the Sunspot site and nearby older facilities at Tamarisk way which have been closed following severe vandalism. The new facilities are within around 700m of all parts of Jaywick Beach. Holiday makers at the nearby holiday parks have the benefit of facilities provided on those sites for their use.

By comparison the beach area of Clacton and Holland is served by six public conveniences (some seasonal) along its approximately 6 Km frontage. There is some signposting to nearest facilities.

Tendring District Council's public convenience strategy for Tendring adopted in June 2017 was to provide accessible, safe, high quality public conveniences for residents and visitors. The Council has committed to a full review of this strategy in the current financial year.

The strategy proposed to achieve this aim by rationalising existing facilities that were considered to be operating from buildings that could no longer be maintained cost effectively, were located in areas which resulted in under use, or unacceptable levels of misuse and investing savings from closing such facilities into the refurbishment and improvement of remaining public toilets, bringing them up to appropriate standards.

The assessment also noted that provision of public toilets is a discretionary and not a statutory service provided by the local authority and as such is reflected in budgets.

The construction of a significant new public convenience on a shoreline site is likely to be substantially costly and may be hard to prioritise against other investment needs in the prevailing financial landscape.

The Council's public convenience strategy has ensured that all areas of the district that previously had public toilets would continue to be served by them. Jaywick Sands previously had an older building situated behind a local shop that experienced a high level of antisocial behaviour and vandalism. This site has been replaced by new modern facilities located at the Sunspot.

A review of all public conveniences will be completed and a new strategy produced this financial year.

Assets Portfolio Holder's Comment:

"Whilst I note and welcome the substantial visitor usage of the excellent beaches at Jaywick Sands we must recognise that the Council is in a restrained financial position. Although I support the idea of increasing facilities and services it is hard to recommend among the current economic climate.

Reconsidering public convenience provision throughout the towns and coast of Tendring District can only fairly be achieved within the context of an overall review of the strategy. Such a strategy review can take account of the developing financial issues that we face and should follow consideration and resolution of those issues. I have asked officers to complete a review of the strategy in the current year accordingly.

I would like to thank the petitioners for their views and consideration. I acknowledge the visitor numbers in the area but believe that we cannot, at present, commit the organisation to the construction of new facilities. I believe that a review of this and other strategies should be carried out at a future juncture once the approach to the Council's financial position can be brought into clear focus."

BACKGROUND

In accordance with the Petitions Scheme, Danny Sloggett has been invited to attend this meeting to address the Cabinet, outlining the reasons for the submission of the petition and what action they would like the Council to take. The lead petitioner (or his or her representative) will have a time limit of three minutes for their speech and the petition will then be discussed by Councillors.

PREVIOUS RELEVANT DECISIONS TAKEN BY COUNCIL/CABINET/COMMITTEE ETC.

Cabinet, at its meeting held on 17 February 2023, considered a petition submitted requesting the reinstatement of toilets on Middle Promenade, below Connaught Gardens East, Clactonon-Sea. At that meeting Cabinet resolved:-

"That Cabinet notes the petition, thanks the petitioner but that no action be taken at this present time to comply with the request as it is not possible to commit the Council to the construction of new public toilet facilities. However, Cabinet supports the suggestion that a review of this request could be carried out at a future juncture once the approach to the Council's financial position can be brought into a clearer focus."

BACKGROUND PAPERS AND PUBLISHED REFERENCE MATERIAL

Petition submitted by Danny Sloggett, on behalf of Jaywick Sands Happy Club.

APPENDICES	
None	
REPORT CONTACT OFFICER(S)	
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