



COMMUNITY LEADERSHIP OVERVIEW AND SCRUTINY COMMITTEE

AGENDA

DATE:	Tuesday, 17 June 2025
TIME:	7.30 pm
VENUE:	Committee Room, Town Hall, Station Road, Clacton-on-Sea, CO15 1SE

MEMBERSHIP:

Councillor Steady (Chairman)
Councillor Barrett (Vice-Chairman)
Councillor Codling
Councillor Davidson

Councillor Doyle
Councillor Ferguson
Councillor Griffiths
Councillor Oxley

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DATE OF PUBLICATION: Monday, 9 June 2025

AGENDA

1 Apologies for Absence and Substitutions

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

2 Minutes of the Last Meeting (Pages 7 - 14)

To confirm and sign as a correct record, the minutes of the last meeting of the Committee, held on 15 April 2025.

3 Declarations of Interest

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

4 Questions on Notice pursuant to Council Procedure Rule 38

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

5 Briefing Note - NHS Dental Commission (Pages 15 - 22)

To provide a briefing note relating to NHS dental commissioning for the Community Leadership Overview and Scrutiny Committee.

6 Report of the Chief Executive - A.1 - Community Governance Review of Clacton on Sea, Holland on Sea and Jaywick Sands (Pages 23 - 64)

This report confirms the position in respect of the approved community governance review for Clacton-on-Sea, Holland-on-Sea and Jaywick Sands and that the review will commence on 1 July 2025. In relation to the review, the report sets out the decision of Council on 26 November 2024 (Minute 75 refers) for the review to proceed and the activities that have taken place in preparation for the review commencing. The views of the Committee in respect of the revised draft Terms of Reference for the review are invited. The Committee is also invited to set dates for it to meet in October 2025 and March 2026 in order to then oversee the outcome of the first stage of consultation, development of options/recommendations and (at the end of the second phase of consultation) to set out proposals for Full Council to consider in spring 2026.

7 Report of the Assistant Director (Corporate Policy and Support) - A.2 - Work Programming – Including Monitoring of Previous Recommendations and Summary of Forthcoming Decisions (Pages 65 - 88)

The report provides the Committee with an update on its approved Work Programme for 2024/25 (including progress with enquiries set out in its Work Programme), feedback to the Committee on the decisions in respect of previous recommendations from the Committee in respects of enquiries undertaken and a list of forthcoming decisions for which public notice has been given. The report also notifies the Committee that Officers will be launching a consultation with regards to the Committee's Work Programme for the 2025/26 municipal year.

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**MINUTES OF THE MEETING OF THE COMMUNITY LEADERSHIP OVERVIEW AND
SCRUTINY COMMITTEE,
HELD ON TUESDAY, 15TH APRIL, 2025 AT 7.30 PM
IN THE COMMITTEE ROOM, TOWN HALL, STATION ROAD, CLACTON-ON-SEA,
CO15 1SE**

Present:	Councillors Steady (Chairman), Davidson, Doyle, Ferguson, Griffiths and Oxley
Also Present:	Gina Placey (Partnerships Portfolio Holder)
In Attendance:	Damian Williams (Corporate Director (Operations and Delivery)), Keith Simmons (Assistant Director (Corporate Policy & Support) & Deputy Monitoring Officer), John Fox (Head of Health & Partnership), Katie Koppenaal (Democratic Services Officer) and Bethany Jones (Democratic Services Officer)

12. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

Councillor Barrett, Vice-Chairman of the Committee gave his apologies with no substitution.

13. MINUTES OF THE MEETINGS OF THE COMMITTEE HELD ON 14 AND 28 JANUARY 2025

It was moved by Councillor Doyle, seconded by Councillor Griffiths and **RESOLVED** that the Minutes from the meetings of the Committee held on 14 January 2025 and 28 January 2025 be approved as correct records and be signed by the Chairman.

14. DECLARATIONS OF INTEREST

There were no declarations of interest by Councillors in relation to any item on the agenda for this meeting.

15. QUESTIONS ON NOTICE PURSUANT TO COUNCIL PROCEDURE RULE 38

On this occasion no Councillor had submitted notice of a question pursuant to Council Procedure Rule 38.

16. REFERENCE FROM THE COUNCIL'S CRIME AND DISORDER (FAMILIAL VIOLENCE/ABUSE) TASK AND FINISH GROUP - A.2 - FINAL REPORT - CONCERNING CRIME AND DISORDER (FAMILIAL VIOLENCE/ABUSE)

The Committee heard the Final Report of the Council's Crime and Disorder Task and Finish Group (Familial Violence/Abuse) to consider the recommendations made to it as set out in the report.

The Task and Finish Group, had concluded the elements of its enquiry into Crime and Disorder, having focussed its attention on the issue of familial violence/abuse. There had been four meetings of the Task and Finish Group between November 2024 and April 2025. The Task and Finish Group's report was set out at Appendix A.

It was moved by Councillor Doyle, seconded by Councillor Davidson and **RESOLVED:-**

That the Community Leadership Overview and Scrutiny Committee recommends the following actions for adoption by Cabinet, on the basis that the actions seek to take forward priorities from the Crime & Disorder Reduction Strategy (being presented to Council on 20 May 2025), and noting that most of the actions will be directed to the Council's community safety partners:-

- (1) That the Council's Community Safety Team undertake analysis of data from the National Centre for Domestic Abuse in relational to familial abuse in order to conclude whether that data provides the basis for a broader consideration of these matters by the Task and Finish Group.
- (2) To encourage the Community Safety Partnership to advocate and champion local support services for survivors of domestic abuse in the district.
- (3) To utilise the County Wide Strategy Workshop to ensure that the importance of tackling Domestic Abuse is addressed by the proposed Mayoral Combined County Authority for Greater Essex from its creation and the intended new unitary councils across Essex from 1 April 2028;
- (4) That the Council's Community Safety Team ensure training about types of domestic abuse and how to signpost individuals to domestic abuse support services are available to Reception and Admin staff across the Council;
- (5) To advocate and champion local refuge services for domestic abuse survivors and their children; and ensure that all available materials are reviewed and the updated materials are then made available to District Councillors and to Town and Parish Councils for their use.
- (6) To encourage the Community Safety Partnership to urge school and academy leaders to take up the 'Healthy Relationships' sessions provide by the Police and Fire Joint Education Team; and
- (7) To encourage the leaders of Secondary schools and academies Tendring to participate in the Stronger together Teenage Show 2025 (funded by Tendring District Council (see https://youtu.be/aAZ73nXbY_c) seeking to combat violence against women and girls and challenge toxic teenage cultures;
- (8) To engage with other Local Authorities in relation to domestic abuse priorities in line with local government reorganisation proposals for Greater Essex and sharing best practice.

The Committee noted that it might be beneficial for the Familial Violence Task and Finish Group to continue its work into 2025/26 in order, amongst other things, to consider the analysis of data from the National Centre for Domestic Abuse and to receive updates on the actions set out in the recommendations to Cabinet.

**17. REPORT OF THE ASSISTANT DIRECTOR (CORPORATE POLICY & SUPPORT) -
A.3 - HEALTH AND WELLBEING STRATEGY**

The Committee consider the Council's draft Health and Wellbeing Strategy, as outlined in the appendix to the Portfolio Holder report submitted to Cabinet on 21 February 2025.

In accordance with Article 6.02 of the Constitution,

the Committee looked at the Council's draft Health and Wellbeing Strategy which had been approved for consultation purposes at the formal meeting of the Cabinet held on 21 February 2025. At that meeting (Minute 134 refers), it was:-

“RESOLVED that Cabinet –

(a) approves the Health and Wellbeing Draft Strategy for public consultation;

(b) agrees that Officers, in consultation with the Portfolio Holder for Partnerships, initiate a minimum eight-week consultation process and seek stakeholder comment on the Health and Wellbeing Draft Strategy; and

(c) agrees that following that consultation the final Health and Wellbeing Strategy be presented to Cabinet for its approval and adoption.”

As a stakeholder, this Committee was now being consulted for its comments.

Questions by Members:-	Answers given:-
Is there any evidence to suggest that grouping many multiple-occupancy households in the more deprived areas across the District (that we are seeing more of) is responsible for heightened negative social factors such as drug and alcohol abuse, social services involvement etc. which is subsequently responsible for a large fraction of suicides?	<p>Houses in multiple occupation tend to be associated with areas with the greatest deprivation for example Pier Ward has high numbers of houses in multiple occupation and also is one of the District's most deprived wards and within the 10% most deprived wards nationally.</p> <p>Those most deprived areas are more likely to be associated with negative social factors which could include drug and alcohol abuse.</p> <p>However, even in areas where there are lower numbers of houses in multiple occupation but otherwise suffer from significant deprivation, they are likely to suffer from challenging social factors which also include drug and alcohol abuse.</p> <p>Housing is however one of the significant drivers of poor health in our area and therefore improving the quality of housing will have a beneficial effect on residents health.</p>

	<p>There is a high suicide rate within Tendring compared to other areas although it is not possible to draw conclusions as to the individual drivers for suicide as there is not a common thread.</p> <p>Suicide prevention approaches tend to focus more around providing broader support, training for the wider population such as delivering mental health first aid training to staff or community work to help develop resilience.</p> <p>Additionally, we are working with many departments as outlined in the strategy, and one of these is the planning department who we endeavour to make great strides with.</p>
<p>What are we doing about private landlords allowing tenants to live in poor housing conditions?</p> <p>The help you are referring to means that the tenant must make the report, I cannot do it on their behalf. In my experience the tenant will say "if I phone them, I will be evicted". So how can we help?</p>	<p>John Fox - We can help them, this can be done through our housing teams. If there are any particular examples it is definitely worth directing us to them so they can be visited by a housing officer.</p> <p>Damian Williams - it is a very complex matter but ultimately, we do not have power of entry if the tenant has not made the report. As it stands, we need the tenant to come to us and make the report.</p>
<p>Is this an opportunity to explore joint working across North Essex (such as Colchester and Braintree) and look at common issues and solutions to ensure best practices and shared understandings are implemented?</p>	<p>The draft Health and Wellbeing Strategy has been written in close alignment with partners including the local Health and Wellbeing Alliance (the Alliance) and also Essex County Council and their Joint Health and Wellbeing Strategy.</p> <p>The Alliance covers the northeast Essex footprint (Tendring and Colchester) and there is already significant joint working across this patch. For example, there is a focus on health inequality and deprivation which is a common issue and a drive to address these issues via a wider determinants approach focussing on prevention and early intervention.</p>

	<p>As Braintree sits outside the Alliance footprint there has not been significant interaction with them in relation to writing the Strategy although they can be invited to take part in the consultation exercise.</p> <p>However Essex County Council's Joint Health and Wellbeing Strategy takes an Essex wide approach and is therefore relevant to Braintree and Colchester as well as Tendring and the draft Strategy aligns with this.</p>
<p>Whilst I understand that we cannot establish specific drivers for suicide, do we have any idea on the demographic that is most effected by suicide in our district?</p>	<p>We are currently looking at statistics that show predominantly middle-aged men and women (which has changed in recent years from predominantly men of this age) are most affected but after this it is extremely difficult to determine if other factors such as occupation or other social factors are more prevalent.</p>

It was moved by Councillor Griffiths, seconded by Councillor Davidson and
RESOLVED:-

That, having considered the contents of the draft Health and Wellbeing Strategy for Tendring, this Committee recommends to Cabinet that:-

- (a) the priorities and practical steps be supported.
- (b) representations about the ICB and ICS footprints be made without exacerbating problems for local residents.
- (c) it be noted that suicide data and associations with demographic practice will come back to the Committee at a later date.
- (d) the impact around concentrations of populations, exacerbations of issues and the role the planning team can play in that be noted.
- (e) the scrutiny of the implementation of the strategy be considered as a potential item for inclusion within this Committee's 2025/26 Work Programme.

18. REPORT OF THE ASSISTANT DIRECTOR (CORPORATE POLICY & SUPPORT) - A.1 - WORK PROGRAMMING - INCLUDING MONITORING OF PREVIOUS RECOMMENDATIONS AND SUMMARY OF FORTHCOMING DECISIONS

The Committee considered a report of the Assistant Director (Corporate Policy & Support) which provided an update on its approved Work Programme for 2024/25 (including progress with enquiries set out in its Work Programme), feedback to the

Committee on the decisions in respect of previous recommendations from the Committee in respects of enquiries undertaken and a list of forthcoming decisions for which public notice had been given.

Members were reminded that the Council had commissioned the Centre for Governance and Scrutiny (CfGS) to undertake an 'Overview & Scrutiny Development Review' in 2021 as a way of further improving that function at the Council. Two relevant recommendations arising from that review had been:

"Further strengthening the annual process for developing work programmes for each O&S committee - Engaging Members, Officers, partners and the public to prioritise the topics for review. This could include a selection criteria to identify appropriate topics for the work programme. Currently the work programme is also the last item on the agenda at O&S meetings, we would recommend bringing it to the beginning, so it can be given greater priority and benefit from more considered discussion, rather than being subject to the inevitable end of meeting fatigue.

Reviewing how the recommendations are made and how impact is measured – This could include putting the 'recommendations monitoring report' at the beginning of agendas to orientate O&S towards outcomes-focused meetings, alongside an emphasis on finding strong recommendations from questioning to present to Cabinet (or partners) as improvement or challenge proposals."

The inclusion of the matters set out in the "purpose of this report" section above sought further re-enforcement of the inter-relationship of the matters referred to. As such, it had been designed to further support consideration of work programming of the Committee and contribute to addressing progress with the Corporate Plan.

The detailed matters relating to the following matters had been set out in the relevant Appendix identified:

- (1) Work Programme for 2024/25 approved by Full Council on 6 August 2024 – Appendix A;
- (2) feedback to the Committee on the decisions in respect of previous recommendations from the Committee in respects of enquiries undertaken –Appendix B; and
- (3) a list of forthcoming decisions for which notice had been given since publication of the agenda for the Committee's last meeting –Appendix C

In considering work programming matters, the Committee was further reminded of the other recommendations from the CfGS review undertaken in 2021:

"Considering greater use of task and finish groups – This more informal type of O&S can allow improved cross-party working and detailed investigation of a single issue focussed on producing substantive recommendations.

Improved agenda planning and management - Committees should focus on one or two substantive items per agenda to allow for cross-cutting themes to be properly identified and explored, and different insights brought to bear on critical issues.

Considering how to engage the public in the work of O&S - This could include O&S going on more site visits in the community, inviting the public to offer ideas for work

programmes, and greater use of social media channels for resident input and communicating the progress and impact of scrutiny work.

A clearer focus on democratic accountability - *Scrutiny of Cabinet Members should form a key part of the work programme, providing an opportunity to hold the Leader and portfolio holders to account for delivery of the corporate plan and any other issues O&S feel is important."*

In considering the Work Programme of enquiries, the Committee must have had regard to the Corporate Plan 2024-28 and the themes of that Corporate Plan were:

- 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

Members were aware, that an update on NHS Dentistry Provision had been due to be received at this meeting of the Committee. Unfortunately, due to a change in officer responsibilities at SNEE ICB and the annual leave of the new officer in charge, this item had had to be postponed until the next meeting of the Committee which was due to be held on 17 June 2025.

It was also noted that the Committee had held an Informal Meeting on Thursday 10 April 2025, with the Assistant Director (Corporate Policy and Support) to discuss the work programme and agenda for this meeting.

During the discussion of this report, Members to received an update of the work of the Task & Finish Groups established by the Committee, as appropriate, namely:

- Joint working with Parish and Town Councils; and
- Youth Provision for School Age Children outside of school

Officers had been beginning the process of developing the Committee's work programme for 2025/26. Initially, this had involved seeking suggestions from:-

- Members;
- the Leader of the Council and Deputy Leader of the Council (through a joint meeting under the Cabinet/Overview & Scrutiny Protocol with the Chairman of the two Overview and Scrutiny Committees, which had also involved the Chief Executive, the Corporate Director (Law and Governance) and the Assistant Director (Corporate Policy & Support);
- Management Team;
- Town and Parish Councils, partner agencies and community groups; and
- The public.

Officers will then collate the replies received that are relevant to this Committee, associating suggestions with a corporate plan theme, identifying information sources

and possible invitees and what might be the benefit of the enquiries. That collation will then be firstly discussed with the Chairman of the Committee and then by the Committee at an informal meeting, which will be arranged in due course.

The proposed Work Programme for 2025/26 together with my annual review of the work undertaken by the Committee during 2024/25 will be formally submitted to the Committee for its approval at its meeting due to be held on 17 June 2025.

The Work Programme, as recommended by the Committee, together with the annual review of the work undertaken by the Committee during 2024/25, will then be submitted to the meeting of the Full Council due to be held on 15 July 2025 for its approval.

Questions by Members:-	Responses:-
For Clacton Councillors who sit on the Committee, would we need to declare an interest in relation to the Community Governance Review for Clacton?	Keith Simmons – There is no specific requirement to declare an interest, I am however an advocate of showing transparency to the public as to why you may need to.
Can we get a statement from the Monitoring Officer that can be read out for clarity?	Yes, we can.

It was unanimously **RESOLVED** that the Committee:-

- a) notes the progress with enquiries set out in its Work Programme 2024/25, plus any feedback to the Committee on the decisions in respect of previous recommendations and the list of forthcoming decisions;
- b) notes the oral updates on the work of the two Task and Finish Groups established by the Committee (as referenced in the Work Programme at Appendix A):
 - (i) Joint working with Parish and Town Councils; and
 - (ii) Youth Provision for School Age Children outside of school
- c) notes the arrangements that are being made for the Committee to consider and decide in due course its Work Programme for 2025/26.

The meeting was declared closed at 8.56 pm

Chairman

FINAL 30 05 2025

BRIEFING NOTE FOR COMMUNITY LEADERSHIP OVERVIEW AND SCRUTINY COMMITTEE

17 JUNE 2025

PURPOSE OF THE BRIEFING NOTE

To provide a briefing note relating to NHS dental commissioning for the Community Leadership Overview and Scrutiny Committee

BACKGROUND SUMMARY

The ICB has recently refreshed its five-year NHS dentistry vision and strategic priorities. A 2-year delivery plan has been agreed from 2025 to 2027, building on priorities and areas of work which the Committee were previously updated on in September 2024.

SNEE's vision for what we want to achieve is:

- To improve access to high quality oral healthcare
- To reduce oral health inequalities
- To improve the oral health of the population
- To build stability and resilience across our NHS dental services
- To integrate dental care services with other healthcare providers/partners

The strategic priorities are:

1. Oral Health education and prevention for children, young people, and adults
2. Support and development of the whole dental workforce
3. Improved access to oral healthcare
4. Further development of Level 2 (intermediate care) services
5. Development of Secondary care (hospital) services
6. Integration – dental service integration and collaboration
7. Building of Clinical leadership, engagement, and collaboration

Examples of projects either planned or underway in the next 2 years, aligned with the strategic priorities 1 to 3 above are detailed in the body of the report.

CURRENT POSITION

1. Strategic priority: Oral Health education and prevention for children, young people, and adults

The ICB works in partnership with Essex County Council who lead on the commissioning of oral health improvement programmes.

A mapping exercise has been completed to identify all oral health improvement activities in place across the whole Integrated Care System (ICS). This has included contributions from education, health, and care providers.

A Senior Clinical Dental Leadership Fellow has led the review. It is designed to help understand the current level of schemes in place and to inform the wider oral health

improvement prevention strategy and plan.

As part of the Oral health survey of 5-year-old schoolchildren in 2024 (National Dental Epidemiology Programme), 169 5-year-olds were examined across Tendring. Out of the examined children, 10% of those children had decay experience. This data demonstrates the importance of oral health education and prevention work.

1.2 Across north east Essex, the following work is underway:

Supervised toothbrushing significantly reduces tooth decay through daily fluoride use, helps tackle oral health inequalities in deprived areas, and offers a strong return on investment while supporting national health priorities for children. As of February 2025, supervised toothbrushing is taking place among 3–5-year-olds with children 'actively brushing' in 15 early years settings across Tendring. Targets for supervised toothbrushing are currently exceeded by 10% across north east Essex. In February 2025, Essex County Council further commissioned supervised toothbrushing for 20 additional Early Years Settings across Colchester and Tendring and extended the brushing period for the existing settings until March 2027.

In March 2025, the government announced plans to Local Authorities around a national [Supervised toothbrushing for children to prevent tooth decay - GOV.UK](#) to be rolled out for 3- to 5-year-olds in early years settings - including nurseries, childminders, and primary schools - in the most deprived areas of England. Essex County Council has been allocated £108,491.27 in 2025/26. Essex has a population of 53,520 children aged 3 – 5 yrs. old with 10%/ 5,373 of these classified with an Index of Multiple Deprivation (IMD) of 1 and 2.

Alongside this, 23 million toothbrushes will be donated over the next five years to support the programme. The scheme will be supported by Colgate-Palmolive who are providing the toothbrush and toothpaste sets free of charge. They will also provide educational materials and support the NHS with a public-facing children's oral health campaign.

The scheme started from April 2025 at a cost of £11m nationally and forms part of the manifesto commitment. Targeted areas will be IMD1 and IMD2 and Local Authorities will identify early years settings in the target areas and encourage them to enrol. Through this programme, 31 identified Early Years settings, childminders, and primary schools in Tendring are to be targeted.

Essex County Council is collaborating with partners to develop and implement the scheme across more early years settings.

1.3 Young People Oral Health champions are in place in 17 primary school settings across Tendring, 88% of the target for Colchester and Tendring by March 2025. The initiative recruits and trains young peer-to-peer oral health champions to encourage good oral health among their peers. The Community Dental Services CIC Oral Health Improvement Team who delivers the service were recognised in the 2024 Clinical Dentistry Awards for this initiative, winning the Local Oral Health Initiative award.

1.4 Life Long Smiles initiative in care homes. Four care homes across Tendring (55% of

target for Colchester and Tendring by March 2025) have been trained in general oral health and two have been accredited as Life Long Smiles care providers after meeting a set of six standards on providing good oral health care. Work is being undertaken with the ICB's north east Essex primary care team to aim to encourage further care homes to join the scheme.

- 1.5 An action plan is being discussed to distribute resource packs and education to various community organisations most in need of support. Current organisations who have benefited from oral health consumables, resources or training include; North Essex Support Team (N.E.S.T), Open Road, YES Charity, Tendring libraries, Jaywick community supermarket, and Community Hub Clacton.

2. Support and development of the whole dental workforce

- 2.1 A series of workshops were held with NHS dental care providers to support us to understand: *Where are we now? Where do we want to be? and How do we get there?* A dental workforce sub group is being established to facilitate development and delivery of a workforce improvement plan.
- 2.2 The ICB has recently recruited a Dental Educator who starts in June 2025 to develop and deliver education, training and workforce initiatives that will shape the dental workforce of today and tomorrow. This post will work with the current ICB Training Hub team to develop initiatives to support dental practices to become learning organisations, increase student placements, develop education and training packages to provide career pathways and support retention, health, and well-being.
- 2.3 The ICB has commissioned NHS Primary Care Careers recruitment resource until March 2026 to support dental practice recruitment.
- 2.4 The ICB is working with the University of Suffolk to support Dental Hygiene and Therapy undergraduate placements with a range of dental care providers from this autumn.
- 2.5 To support NHS dentistry to recover, and to recruit more dentists to work in the NHS, the previous government commissioned a recruitment and retention scheme, known as the Dental Recruitment Incentive Scheme. SNEE ICB was requested to recruit 6 full-time dentists as part of this initiative.

SNEE agreed to support the recruitment of 14 posts across 10 practices. North east Essex was awarded 3 posts, and 1 one these was in the Tendring east area in Frinton-on-Sea. So far, a total of five dentists have been recruited across the ICS, with one in Colchester. The recruitment of the post in Frinton is ongoing.

The ICB has commissioned NHS Primary Care Careers to support dental practice recruitment for all staff.

3. Improved access to oral healthcare

- 3.1 The Dental Priority Access and Stabilisation Service (DPASS) pilot was launched in April 2024 and is an eighteen-month programme to improve access to dental services to the most vulnerable and in-need populations in Suffolk and north east Essex.

The groups who are eligible for an appointment under DPASS are: -

- Urgent and Emergency Care patients.
- Those awaiting any NHS procedure that requires Oral Stabilisation.
- People who are homeless.
- People with a Learning Disability and Autistic people.
- Children in Care.
- Care Leavers.
- Residents of Care Homes (in-practice care only).
- High Dental Risk patients.
- People with dementia.
- Transient Populations including immigrants.
- Sex workers.

Four of the eighteen providers delivering the service across the ICS are in north east Essex. To date, over 12,000 DPASS appointments have been delivered, and over 4,000 of these have been delivered by practices in the north east Essex area.

NHS 111 refers people into DPASS practices, or people can contact the practices themselves.

Feedback around the service from patients, dental providers and NHS 111 has been incredibly positive.

A mid-term evaluation of the pilot has been completed. It demonstrated that most pilot outcomes have either been met in full or partially. A decision around longer-term commissioning of the service will be made later in 2025/26 following the final evaluation report.

3.2

In February 2025, the ICB was asked to commission an additional 15,413 urgent care appointments in 2025/26. The Urgent Care Dental Service increases the number of such appointments commissioned by the ICB, in line with the target set by the government this year. This brings the total number of such appointments commissioned for the current financial year to 59,921.

These appointments are for both adults and children who fall into one of two groups:

- those assessed as requiring dental care within 24 hours or as soon as possible, including those in pain and those who have infections or excessive bleeding from their gums or cheeks.
- those assessed as requiring care within seven days, unless the condition worsens, including those who need fillings, have loose crowns or bridges, or those who have broken a tooth by biting on something.

The ICB has agreed an investment of £1.2m in the new Urgent Dental Care Service.

28 Expressions of Interest were received from dental care providers, who offered to deliver over three times the level of care required.

The dental team allocated the distribution of additional activity as fairly and evenly as possible across the ICS area to enable all practices that had shown an interest to take part and ensure provision across the three Alliance areas.

Twenty-four practices have agreed to provide the service. Nine of these are in north east Essex, including one in the Tendring area (Frinton-on-Sea) delivering an additional 4,466 appointments.

During these appointments, the immediate problem will be treated, and patients will be given advice on how to care for their oral health.

Patients may be treated by a combination of dental practice staff including dentists, dental therapists, dental hygienists, and dental nurses. Some patients may also be referred to another practice for any ongoing oral health needs following the initial treatment.

People who think they need treatment from the Urgent Care Dental Service should contact NHS 111 where they will be supported to access the most appropriate care for their needs.

Patients who have had NHS dental care from a practice in Suffolk or north east Essex in the last 12 months are advised to contact that practice first to ask if an appointment is available and, if not, to then contact NHS 111.

As with other NHS dental care, standard charges apply. It is expected that patients will require between one and two appointments. These will be at a total cost of £27.40 to the patient. Some patients will qualify for [free NHS dental treatment or help with dental costs](#).

- 3.3 The ICB recognises that some gaps in dental provision across Suffolk and north east Essex will not be resolved by the DPASS and Urgent Care Dental Service initiatives. The ICB is working on a wider plan to address this, including aiming to establish additional NHS dental care in underserved areas.

Six areas across the ICS have been assessed as having a current shortfall in the level of primary dental care commissioned, either because there are currently minimal or no providers within some areas, or where the needs of the population indicate that more provision is required. Tendring east, south, and west have been identified as neighbourhoods requiring increased access to NHS dental services.

The ICB is planning to undertake a procurement process, and the commissioning plan is going through the ICB governance process in July for decision.

- 3.4 Primary care dental contract activity is commissioned and measured in Units of Dental Activity (UDAs). The DPASS and unscheduled care pilots have increased the UDAs commissioned and delivered.
On top of this, the ICB has commissioned an additional 93,204 UDAs from providers.

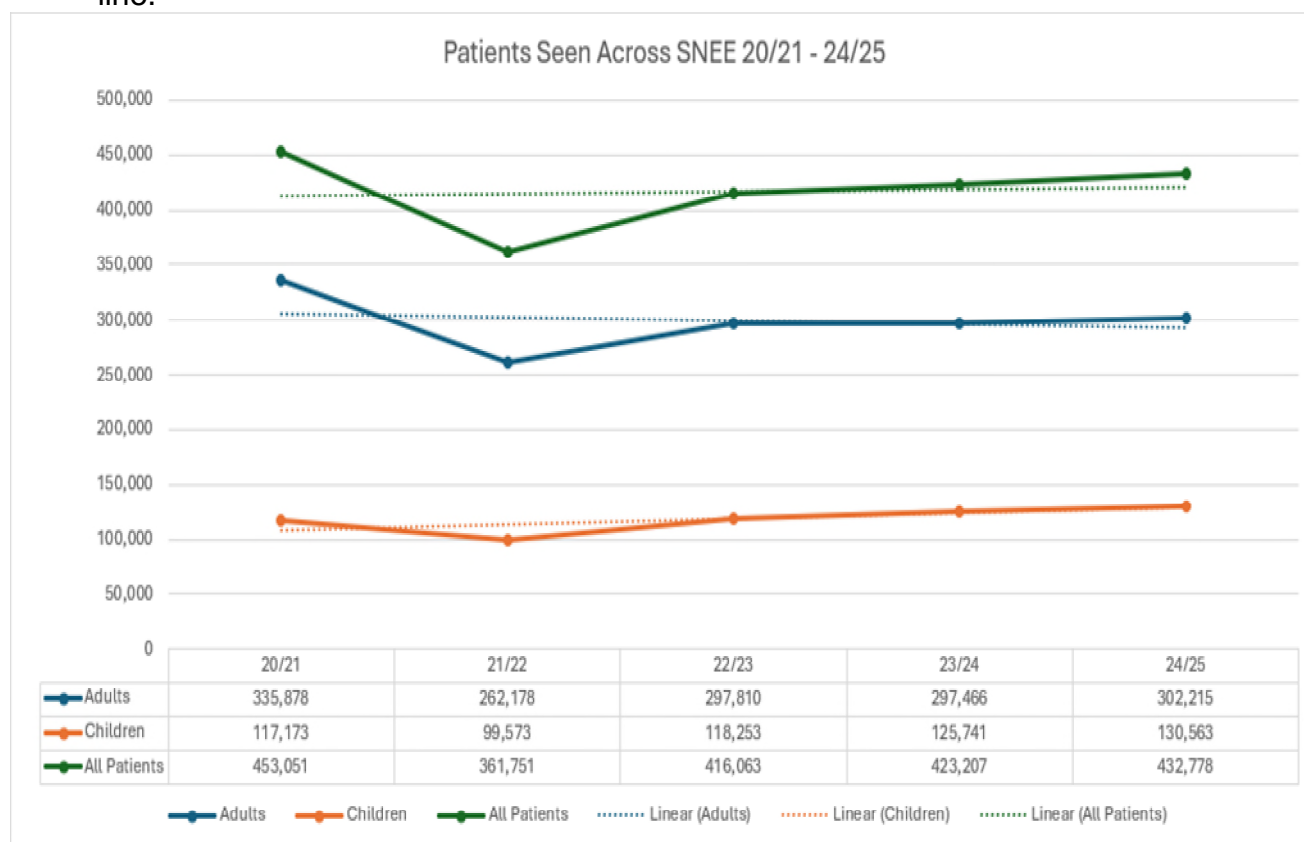
Of these, an additional 20,500 UDAs have been commissioned from practices in the Tendring area, an investment of around £542,000.

In north east Essex in 2023/24, 151,348 people received primary dental care and in 2024/25 the number increased by 6,799 to 158,149.

The table below is a summary of patients seen in the Tendring area over the same period.

Area	Patients Seen 2425	Patients Seen 2324	Difference
Tendring East	17,043	17,288	-245
Tendring South	22,898	21,440	1,458
Tendring West	8,852	8,524	328
Total	48,793	47,252	1,541

The orange line below shows that the total number of children seen in primary dental care across the ICB area has recovered more compared to adults shown in the blue line.



PROPOSAL

To provide an update to the Community Leadership Overview and Scrutiny Committee of the current position of NHS dentistry following a request for an off agenda briefing paper.

DELIVERING CORPORATE PRIORITIES

Improvements in terms of dentistry are in line with the corporate priority of: Working with partners to improve quality of life, and in particular in terms of promoting healthier communities by working with our partners.

KEY GOVERNANCE ISSUES AND/OR DIRECT LINKS TO OTHER MATTERS

No significant governance issues currently as this is providing an update to the Community Leadership Overview and Scrutiny Committee.

OUTCOME OF CONSULTATION AND ENGAGEMENT

No specific consultation has taken place, but the briefing note is going to the Community Leadership Overview and Scrutiny Committee.

FINANCE, RESOURCES & CAPACITY IMPLICATIONS

There are no significant resource implications as this is an off agenda briefing update requested by the Community Leadership Overview and Scrutiny Committee and the details of the update are provided by the dentistry lead office at the Integrated Care Board.

Finance: There are no significant budget implications

Other resources (e.g. external parties): The accountable organisation for dentistry is the Integrated Care Board who undertake the commissioning of the service provision.

TDC Capacity: The Partnerships Team correspond with the Integrated Care Board for provision of the updates and attendance at Committee where requested.

LEGAL DUTIES, POWERS & RESTRICTIONS (EXISTING, NEW RESPONSIBILITIES OR EMERGING)

This service is commissioned by the Integrated Care Board who therefore have responsibility for it.

ASSOCIATED RISKS AND MITIGATION

As the Integrated Care Board commission the services there are no significant risks for Tendring District Council and this briefing note is provided as part of the Council's overview and scrutiny role.

Financial
Service Delivery
Safety
Reputation

NEXT STEPS & MILESTONES

Following the provision of this briefing note it is proposed to invite the Integrated Care Board to

a meeting of the Community Leadership Overview and Scrutiny Committee meeting in June 2025 to provide a more in-depth update where they will have had further time to make ongoing improvements.

APPENDICES

None

REPORT CONTACT OFFICER(S)

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COMMUNITY LEADERSHIP OVERVIEW & SCRUTINY COMMITTEE

17 JUNE 2025

REPORT OF THE CHIEF EXECUTIVE

A.1 COMMUNITY GOVERNANCE REVIEW OF CLACTON-ON-SEA, HOLLAND-ON-SEA AND JAYWICK SANDS

PART 1 – KEY INFORMATION

PURPOSE OF THE REPORT

This report confirms the position in respect of the approved community governance review for Clacton-on-Sea, Holland-on-Sea and Jaywick Sands and that the review will commence on 1 July 2025. In relation to the review, the report sets out the decision of Council on 26 November 2024 (Minute 75 refers) for the review to proceed and the activities that have taken place in preparation for the review commencing. The views of the Committee in respect of the revised draft Terms of Reference for the review are invited. The Committee is also invited to set dates for it to meet in October 2025 and March 2026 in order to then oversee the outcome of the first stage of consultation, development of options/recommendations and (at the end of the second phase of consultation) to set out proposals for Full Council to consider in spring 2026.

SCOPE - THE AIMS AND OBJECTIVES OF THE REPORT

This report sets out the approach to the approved community governance review of Clacton-on-Sea, Holland-on-Sea and Jaywick Sands to commence on 1 July 2025. Critical to this review is the Terms of Reference for it. A draft Terms of Reference were considered by Council on 26 November 2024 (Minute 75 refers) and, by virtue of the delegation provided to the Chief executive, those have been revised and are set out at Appendix A. It is intended to publish the final Terms of Reference on 1 July 2025 to trigger the formal commencement of the community governance review.

INVITEES

No external invitees are involved in respect of this report.

BACKGROUND

By way of background to this report, the Committee is reminded of the following motion approved at its meeting on 17 September 2024 (Minute 50 refers):

“That Full Council -

(1) notes that:

- a. Parish and Town Councils are an established and valued form of local democracy with an important role to play in both rural, and urban, areas.*
- b. the District currently has 27 Town and Parish Councils with a cumulative electorate of almost 75,000 and that Clacton-on-Sea, Holland-on-Sea and Jaywick are not currently parished and the cumulative electorate for those areas is almost 45,000. As such, about 62% of residents have one of 27 Town and Parish Councils to represent them*

and their interests at a very local level. 38% of the District's residents do not have that representation.

- c. between 1891 and 1974, Great Clacton (later renamed Clacton as it also covered Clacton-on-Sea) had its own specific tier of local government, and the area of this tier of local government was expanded in 1934 to take in the then former parish of Little Holland (later renamed Holland-on-Sea).
- d. since 1974, with the abolition of Clacton Urban District Council and creation of this District Council, there has been no distinct Local Council representation for specifically Clacton-on-Sea, Holland-on-Sea and Jaywick.
- e. it has been more than 25 years since the electors of Jaywick Sands last had the chance to express their view on the issue of a parish for that Town.
- f. the nature/responsibilities of local government has changed over the years and, in recent years, there has been a distinct impetus to devolve power from Whitehall to local councils and communities that will further change that landscape.
- g. the Local Government and Public Involvement in Health Act 2007 devolved the power to take decisions about matters such as the creation of parishes and their electoral arrangements to the District Council for its area, through a process called a community governance review which has, at its heart, engagement with local people in the defined review area and that representations received in connection with the review are taken into by the District Council.

- (2) requests that proposals for a community governance review of Clacton-on-Sea, Holland-on-Sea and Jaywick be prepared and submitted to the next ordinary meeting of the Council to enable Council to determine whether to proceed with such a review, the timetable for a review and the resourcing of such a review.”**

At its meeting on 26 November 2024 (Minutes 75), Council then received the requested report, including draft Terms of Reference, indicative costings assessed at that stage and proposals to establish this Committee as the body that would oversee Community Governance Review matters. Council approved the following having considered that report:

- “(a) being minded to see a community governance review of Clacton-on-Sea, Holland-on-Sea and Jaywick proceed;
- (b) hereby determines the following:-
 - (i) that the draft Terms of Reference for the community governance review, as set out at Appendix A to report A.6, be approved as the basis for that review;
 - (ii) that the Chief Executive be authorised to adjust the Terms of Reference approved in (b)(i) above to finally be published to reflect the current position as known on 1 July 2024 in relation to matters such as the 2025/26 Parish Precepts and consequential Band D Council Tax amount in each area of the District;
 - (iii) that, subject to (iv) below, Cabinet be requested to include within the recommended budget for 2025/26 the minimum sum of £48.4K to fund consultation and other expenses in respect of the community governance review and thereby authorise Officers to incur expenditure to undertake the review following approval of the budget;
 - (iv) that Officers be requested to monitor the anticipated costs to deliver the review, including postage charges; to update the likely cost of the review; and to inform Cabinet to enable the sum in (c) above to be updated as necessary;
- (c) that the terms of reference for the Community Leadership Overview and Scrutiny

Committee be expanded, as set out in Appendix B to report A.6, to include a reference power to consider and oversee community governance reviews and to submit a final recommendation to Council following the conclusion of the review (including any proposal to discontinue the review in any particular part of the review area based on responses received);

- (d) that Council approves the delegation of functions for community governance reviews, as set out in Table 1, within this report (A.6), to be included within Part 3(X), Schedule 2 Non-Executive functions for Full Council; and*
- (e) that the Monitoring Officer be authorised to make the necessary changes to the Constitution to implement the Council's decision."*

Since the above approval, the draft terms of reference have been updated to identify key demographic data around the entire review area, add an extra year to the projected electorate in the review areas (and District Council Wards) to ensure there is a five year forecast at the start of the review, updated precept levels and Band D Council Tax requirements for 2025/26 for the existing Parish and Town Councils in the District and the list of stakeholder groups to be consulted in the review.

In addition, there has been a specific meeting for all District Councillors representing Wards in the review area to discuss the proposed review, who should be consulted during the review and different views on the idea of (a) Town Council(s) for the review area. There was an interactive element to the briefing meeting for District Councillors and the summary of the points that were identified in that interactive session is set out at Appendix B to this report.

Separately, there have been meetings of Clacton Town Board (representing businesses, education providers, health providers and voluntary sector organisations in the Town) and Tendring Together (being an event co-ordinated by 'Community Voluntary Sector Tendring') with a range of community and voluntary organisations working in the review area. In addition, a stall was held at the Sports Conference organised by this Council on ** May 2025 for organisations involved in sport and activity provision in the District (including the review area). From these events the list of stakeholder organisations has been expanded and contact details obtained.

The terms of reference includes the following text:

"The District Council would expect there to be a minimum number of responses from the population to trigger a draft recommendation for parish arrangements to be made in the review area. This number would be 5% of the electors involved. A greater level of support would be expected for such a draft recommendation to be made a final recommendation.

If more than one option is supported at the draft or final recommendation stage then the support from the local electorate for those options will be measured against one another to determine whether the trigger point has been achieved."

These words were in the original draft approved by Council on 26 November and have remained in the revised set out at Appendix A to this report.

The reference to minimum levels of support is not explicitly referenced in the 2007 Act or the statutory guidance mentioned in this report. However, they are included as a means of reassurance to the public that this whole exercise has not simply been predetermined and

their say on this matter is important.

RELEVANT CORPORATE PLAN THEME/ANNUAL CABINET PRIORITY

The Corporate Plan 2024-28 has at its heart, Community Leadership with the commitment that the Council will listen and for our residents and businesses. The community governance arrangements for the communities of Clacton-on-Sea, Holland-on-Sea and Jaywick Sands are critical going forward. With the current programme for local government re-organisation, it is vital that those communities have the chance to determine the extent to which they require and can benefit from dedicated local voices to represent their interests. Like the Parish and Town Councils of Brightlingsea, Frinton & Walton, Harwich, Manningree and others any new Local Council(s) would be integral partners with the principal Councils for the area to work with and deliver for the residents and businesses in those areas.

DESIRED OUTCOME OF THE CONSIDERATION OF THIS ITEM/INQUIRY

The report sets out recommendations for the Committee to consider and thereby undertake its oversight role of the community governance review scheduled to commence on 1 July 2025.

ASSOCIATED RISKS AND MITIGATION

The principal risk Council's attention is drawn to is that it does not undertake a community governance review in accordance with the duties and appropriate use of powers set out in the Local Government and Public Involvement in Health Act 2007 having had regard to the statutory guidance issued by the Secretary of State and the Local Government Boundary Commission for England. This report and the attached draft revised Terms of Reference seek to militate against that risk.

EQUALITY IMPLICATIONS

In preparing this report, due consideration has been given to the Council's statutory Equality Duty, as set out in Section 149(1) of the Equality Act 2010. Under this duty, the Authority (in the exercise of its functions) must have due regard to the need to:

- eliminate any form of unlawful discrimination (including direct or indirect discrimination, harassment, victimisation, and any other conduct prohibited under the Act);
- advance equality of opportunity between people who share a relevant characteristic and people who do not; and
- foster good relations between people who share a protected characteristic and people who do not.

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 Essex Association of Local Councils, Tendring District Association of Local Councils, Society of Local Council Clerks and Councillors for the community governance review area have been engaged with in preparation for the community governance review. All have been helpful in shaping the process of the review.

In addition, a briefing meeting for District Councillors representing Clacton-on-Sea, Holland-on-Sea and Jaywick Sands was held on 22 May 2025. At Appendix B is a summary of issues raised at that briefing session in response to the questions outlined in that Appendix. The meeting was attended by 13 of the 19 District Councillors for the review area.

DETAILED INFORMATION

The legal framework under which the proposals for a community governance review of Clacton-on-Sea, Holland-on-Sea and Jaywick Sands has been prepared is set out in the Local Government and Public Involvement in Health Act 2007. As the name of the Act implies, it is wide ranging in terms of its provisions. Part 4 of the 2007 Act sets out those provisions related to parishes and community governance reviews. It was through this Act that principal authorities such as this Council (for the District of Tendring), has the power to determine such matters as whether to parish an area, to amend parish areas, to change electoral arrangements for parish councils and to remove moribund parishes following a process defined as a community governance review.

In this case, a community governance review has been instigated by the relevant principal council (this Council). In undertaking community governance reviews, principal councils are required, by section 100(4) of the 2007 Act, to have regard to this guidance which is issued by the Secretary of State, under section 100(1) and (3), and the LGBCE under section 100(2) of the same Act. Due regard has been given to that guidance in the preparation of this report. The full guidance is available through the link later in this report.

At Full Council on 26 November 2024 (Minute 75 refers), in addition to approving a community governance review for Clacton-on-Sea, Holland-on-Sea and Jaywick Sands, it was decided that this Committee would have the oversight role for community governance reviews undertaken by this Council. Community Governance reviews are defined as non-executive functions within the Local Authorities (Functions and Responsibilities) Regulations 2000 (as amended). Formal decisions around amending the Terms of Reference for the Review, approving final recommendations and any related Order are matters retained for Council.

The approved allocation of responsibilities in respect of community governance reviews between Council, this Committee and the Chief Executive are set out in Table No. 1 below:

Table No. 1		
Part 3 Schedule 2 - Responsibility for Council (Non-Executive) Functions		
Functions relating to community governance reviews	Sections of Part 4 of the Local Government and Public Involvement in Health Act 2007	Functions being retained by Council, or delegated to Community Leadership Overview & Scrutiny Committee (CL OSC) or the Chief Executive (CX)
Duties relating to community governance reviews.	Section 79	Council
Functions relating to community	Sections 80, 83 to 85	Council

governance petitions.		
Functions relating to terms of reference of review.	Sections 81(4) to (6)	Council
Power to undertake a community governance review.	Section 82	Council
Functions relating to making of recommendations.	Sections 87 to 92	CL OSC to provide recommendation on sections 87 to 92 to Council
Duties when undertaking review.	Section 93 to 95	CX
Duty to publicise outcome of review.	Section 96	CX
Duty to send two copies of order to Secretary of State and Electoral Commission.	Section 98(1)	CX
Power to make agreements about incidental matters.	Section 99	CL OSC to provide recommendation on section 99 to Council

RECOMMENDATION(S)

It is recommended that Committee;

- (a) considers the report and endorses the approach proposed to the community governance review of Clacton-on-Sea, Holland-on-Sea and Jaywick Sands set out;**
- (b) provides such comments on the revised Terms of Reference for the review as the Committee considers necessary ahead of their publication on 1 July 2025;**
- (c) determines to meet on the following dates for the purposes of overseeing the community governance review:**

Monday, 20 October 2025

Monday, 16 March 2026 (replacing the scheduled meeting on 10 March 2026)
and

- (d) recommend to Cabinet that the funding for the community governance review be increased to £68,000 based on the revised costings, the inclusion of up to £10,000 of support through the Society of Local Council Clerks and provision of £5,000 contingency.**

REASON(S) FOR THE RECOMMENDATION(S)

The recommendations are submitted pursuant to the decision of the Council on 26 November 2025 (Minutes 75 refers) to approve the undertaking of a community governance review of Clacton-on-Sea, Holland-on-Sea and Jaywick Sands, the timetabling of such a review and its resourcing. This Committee is designated to oversee the review and act as the conduit for recommendations to be submitted to Council (in due course). This report provides an opportunity for Councillors to review the revised Terms of Reference for the review prior to the finalised version being published by the Chief Executive on 1 July 2025. In order to provide the envisaged oversight of the review and conduit for recommendations to Council, the timetabling for the review necessitates additional meetings of the Committee in October 2025 and in March 2026. As such, dates for these additional meetings are proposed.

ALTERNATIVE OPTIONS CONSIDERED

The decision of Council on 26 November 2024 (Minute 75) to authorise a Community Governance Review of Clacton-on-Sea, Holland-on-Sea and Jaywick Sands did not explicitly require consideration by this Committee of the revised Terms of Reference and the other matters concerning the review set out in this report. However, Council did establish this Committee as the body to oversee the community governance review and, as such, it appeared appropriate to facilitate consideration of the matters in this report prior to the formal commencement of the review on 1 July 2025. On this basis, not to report these matters to the Committee at this point was discounted.

FINANCE AND OTHER RESOURCE IMPLICATIONS

The cost of undertaking the review was originally estimated at £48,400 (as the minimum) divided almost equally over the two major stages of consultation set out in the Terms of Reference for the review set out at Appendix A to this report. The main element of the costs relates to written communication with 27,000 households in the review area on at least two separate occasions as we initially invite views and then set out one or more options in detail and request feedback. Allowing for “business reply” responses from households in the review area amount, across both consultations, to approximately £40,100. The remaining sum from the £48,400 referred to would provide funding for public meetings and advertisement costs (including digital, paper based and posters) to bring the consultation to the attention of electors and other stakeholders. Prior to the start of the community governance review, we would seek to identify tenant, resident, community and business groups to be advised/consulted in addition to electors.

These costs referred to above were determined in autumn 2024 and have been reassessed taking account of the revised costs of, mainly, mailing costs following increases in charges by Royal Mail on 7 April 2025 (of between 2.4-3.0%). The combined outcome of adjustments to the costs associated with the community governance review is that the overall cost has increased by £5,000 from £48,000 to £53,000. In addition, it is proposed that a sum of £10,000 be provided to facilitate the engagement with specialist bodies (such as the Society of Local Council Clerks) to support the review as needed. Lastly, as there currently is no contingency in respect of this project, it is proposed to create a contingency figure of £5,000. The contingency would hopefully enable any further increase in Royal Mail charges during the review to be absorbed. As such, the total budget for the community governance (with the £5,000 contingency) would be £68,000 rather than the £48,000 originally approved. One of the recommendations seeks to address this point. In this way, electors and stakeholders in the review area can receive information from the Council, access to independent views on the subject can be secured and any unforeseen costs can be met within a revised budget for the review. Obviously, any unused funds could be reallocated by the Council at the end of the review.

The position concerning the costing of this review will still need to be monitored and updated to this Committee (and if necessary then Cabinet).

The review (as set out in the revised terms of reference at Appendix A) is timed to be undertaken in 2025/26.

The staff resource to undertake the various tasks necessary to achieve the steps summarised will be carried out by several service areas within the Governance Directorate.

IMPLICATIONS RELATED TO DEVOLUTION AND/OR LOCAL GOVERNMENT REORGANISATION

There are no direct impacts from the proposals set out in this report for either devolution or local government reorganisation. Clearly, as the initiation of the process of the community governance review was ahead of the Government's proposed initiation of the devolution priority programme (and its associated local government reorganisation process), this priority programme and interim submission for Greater Essex will need to be reflected in the consultation as part of the community governance review.

In a letter from the Deputy Directors at the Ministry of Housing, Community and Local Government in respect of local government reorganisation, dated 3 June 2025, the following text was directed to Chief Executives in the area:

"The Government welcomes the steps areas are taking to consider how to maintain strong community voice. Local Government Reorganisation should facilitate better and sustained community engagement and needs a clear and accountable system of local area-working and governance. Neighbourhood Area Committees, led by frontline ward councillors, offer a model of place-based engagement and leadership which maximises the structural efficiencies brought about by Local Government Reorganisation and strengthens localism and community participation across all areas. Neighbourhood Area Committees help councils fulfil their commitments to working in partnership with communities at the neighbourhood level. They can also include other service providers, such as town or parish councillors, when applicable, along with co-opted members from local community organisations.

Areas considering new town or parish councils should think carefully about how they might be funded, to avoid putting further pressure on local authority finances and/or new burdens on the taxpayer. The Government recognises the value that town and parish councils offer to their local communities, but they are independent institutions and are not a substitute for meaningful community engagement and neighbourhood working by a local authority. The Government wants to see every local authority hardwiring local community engagement into their own structures, preferably through neighbourhood Area Committees."

Officers are content that, notwithstanding the above, proceeding with this community governance review is appropriate as the approval of the review pre-dated the publication of the Government's White Paper on 16 December 2024 on devolution and local government reorganisation and the commencement of the devolution priority programme.

The above must be considered, however, due weight will mean that the statutory guidance which the Council must have regard to in respect of community governance reviews will be given greater weight. This guidance includes (on page 12 of that guidance) the following:

*"Principal councils will want to keep their community governance arrangements under review, and they should ensure that they consider on a regular basis whether a review is needed. A review may need to be carried out, for example, following a major change in the population of a community or as noted earlier in this chapter (see paragraph 15) to re-draw boundaries which have become anomalous, for example following new housing developments being built across existing boundaries. Principal councils should exercise their discretion, but **it would be good practice for a principal council to***

consider conducting a review every 10-15 years – except in the case of areas with very low populations when less frequent reviews may be adequate.”

There has not been a community governance review for Clacton-on-Sea, Holland-on-Sea and Jaywick Sands in that 10–15-year period.

PREVIOUS RELEVANT DECISIONS

Council on 17 September 2024 (Minute 50 refers) requested the submission of proposals for a Community Governance Review to enable Council to determine whether to proceed with such a review. Council on 26 November 2024 (Minute 75 refers) sets out the decision of Council following consideration of the proposals for a community governance review.

BACKGROUND PAPERS AND PUBLISHED REFERENCE MATERIAL

The joint statutory guidance issued by Government and the Local Government Boundary Commission for England in respect of community governance reviews under the 2007 Act is available here–

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/8312/1527635.pdf

APPENDICES

A – Revised Terms of Reference for the possible Community Governance Review of Clacton-on-Sea, Holland-on-Sea and Jaywick Sands

B – Summary of thoughts from the briefing session for District Councillors Clacton-on-Sea, Holland-on-Sea and Jaywick Sands held on 22 May 2025

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A.1 APPENDIX A

TERMS OF REFERENCE FOR THE COMMUNITY GOVERNANCE REVIEW FOR THE UNPARISHED AREAS OF CLACTON-ON-SEA AND HOLLAND-ON-SEA AND JAYWICK SANDS IN THE DISTRICT OF TENDRING

***Reflecting the identities and interests of the communities
in the area and that is effective and convenient.***

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1. INTRODUCTION

Setting the Context

The table below sets out the District Council Wards that comprise the unparished area of Clacton-on-Sea, Holland on Sea and of Jaywick Sands. These areas have not been parished (civil parishes) for at least 50 years.

The following data is relevant to this review and is derived from the Revised Register of Electors updated on 1 June 2025.

District Wards	Total Local Government Electors	16 + 17 Year Old included	Over 70 Year Olds	Non Commonwealth or Irish - European Union Electors
CLACTON-ON-SEA				
Bluehouse Ward	4,059	6	600	50
Burrsville Ward	4,803	5	1,117	47
Cann Hall Ward	4,634	7	736	69
Coppins Ward	5,156	8	661	123
Pier Ward	1,928	2	312	57
St James Ward	4,872	6	978	99
St John's Ward	4,965	7	841	85
St Paul's Ward	2,229	2	522	30
HOLLAND-ON-SEA				
St Bartholomews Ward	4,617	3	1,332	18
Eastcliff Ward*	2,538	4	697	16
JAYWICK SANDS				
West Clacton & Jaywick Sands Ward	4,227	2	932	46

*Eastcliff Ward spans part of the area known as Holland-on-Sea and part that would otherwise be within Clacton-on-Sea.

Electoral Areas, including Parliamentary Constituencies, District Wards, and County Council Electoral Divisions are comprised of 'building blocks, which are geographical areas called Polling Districts. The Polling Districts that comprise each of the District Council Wards in the areas covered by this review are available at:

<https://www.tendringdc.gov.uk/content/2024-polling-districts>

In reviewing community governance in the review area referred to above, there is no requirement to be restrained by boundaries for existing Polling Districts, District Wards, and County Council Electoral Divisions etc. The entire review area is within the Clacton Constituency.

Why undertake a Community Governance Review?

The relevant national guidance in respect of Community Governance Reviews is that issued in 2010 by the Government in conjunction with the Local Government Boundary Commission for England. The Council is required to have regard to this guidance when it undertakes community governance reviews.

The national guidance referred to states that it is good practice to conduct a Community Governance Review of a particular area every 10-15 years. In respect of the review area set out in these terms of reference, the 10-15 years referenced in the national guidance has been exceeded by some considerable time and the landscape of local government in England has been changing and may yet change in Essex.

Since determining that a community governance review was appropriate for the area of Clacton-on-Sea, Holland-on-Sea and Jaywick Sands, the Government published its English Devolution White Paper. The White Paper sets out the government's plans to expand devolution across England, providing more mayors of combined authorities and for those mayors to have new powers and funding and hardwiring them into the way government works. It also outlines how the government will reform local government, with the stated intention that Councils provide the foundation for devolution, reset the relationship between central and local government, and give communities stronger tools to shape the future of their local areas, while improving accountability and building capacity across the local government sector.

For Greater Essex, the area is part of the Government's Devolution Priority Programme and final proposals for local government reorganization are to be submitted to government by 26 September 2025. It is likely that those proposals will involve five or fewer unitary councils for Greater Essex (replacing the 12 Boroughs/Districts, 1 County Council and 2 smaller unitary councils as at present). The resulting unitary council for Clacton-on-Sea, Holland-on-Sea and Jaywick Sands will be several times the size of the current Tendring District Council. The proposed vesting day (the day the new unitary councils will replace the existing council structures in Greater Essex) is 1 April 2028.

With a smaller number of unitary councils there would also be an intended reduction in the number of councillors. For instance, currently, Tendring District has 48 District Councillors and 8 County Councillors. A total, therefore, of 56 Councillors across both. They would cease to be councillors on 31 March 2028. While detailed work is still required, it could be that the District of Tendring's population would be represented by 24 Councillors on a new much larger unitary council for the area. On this basis, and recognizing again that further work would be required, there would be 32 fewer Councillors representing Tendring District. The community governance review area is only part of the District of Tendring.

In view of the above, it is particularly timely to look at community governance in Clacton-on-Sea, Holland-on-Sea and Jaywick Sands.

The District Council has the legislative powers to create and amend parishes and the electoral arrangements for Parish Councils in the District. However, such decisions are for the end of the community governance process. The publication of these terms of reference only marks the commencement of that process. As the District Council will both conduct the community governance review and then determine the outcome (by making an order to create one or more parish, the names of any such parish(es), the parish council and related electoral arrangements) it is important that the Council retains a collective open mind on the outcome and to conduct the review in a way that demonstrates this.

Some of the possible outcomes to the Community Governance Review that could be examined are:

- **No change. The areas of Clacton-on-Sea, Holland-on-Sea and Jaywick Sands remain unparished.**

- **A single Parish to cover the three communities of Clacton-on-Sea, Holland-on-Sea and Jaywick Sands that make up the whole review area.**
- **Three separate parishes be created across the whole review area, one to cover Clacton-on-Sea, one for Holland-on-Sea and the third for Jaywick Sands.**
- **Some other number of parishes (than one or three) be created for the entire review area.**
- **Part of the review area is parished and the remainder remains unparished. By way of example only, Holland on Sea could be parished and Clacton-on-Sea and Jaywick Sands remain unparished.**

The above outcomes are not intended to exclude in any way other potential outcomes including the naming of parishes, warding arrangements and the number of parish councillors to be elected to any Parish Council for parishes established following this review.

In this review, there would not be the possibility to amend the existing parish boundaries/electoral arrangements for the neighbouring parishes of St Osyth, Little Clacton and Frinton & Walton. This is because they are not in the review area defined in these Terms of Reference.

What is a Community Governance Review?

A community governance review can cover a range of proposals, such as creating, merging, altering and abolishing Parishes. As the review area is currently entirely unparished, the referencing to merging, altering and abolishing parishes does not apply to this review. The review must have regard to the need to secure community governance that reflects the identities and interests of the community in the area and that is effective and convenient.

The District Council will undertake this Community Governance Review under the powers within Part 4 of the Local Government and Public Involvement in Health Act 2007 and the relevant parts of the Local Government Act 1972, and in accordance with the following regulations: Local Government (Parishes and Parish Councils) (England) Regulations 2008 (SI2008/625); Local Government Finance (New Parishes) Regulations 2008 (SI2008/626). The Council will have regard to the statutory Guidance on Community Governance Reviews issued in accordance with section 100(4) of the Local Government and Public Involvement in Health Act 2007 by the (then) Department of Communities and Local Government and The Local Government Boundary Commission in April 2010.

The 2007 Act has transferred powers to the principal councils which previously, under the Local Government Act 1997, had been shared with the Electoral Commission's Boundary Committee for England. Parish arrangement reviews prior to 13 February 2008 would therefore have followed a different process than that set out in these terms of reference.

Parish Governance in the Review Area

Town and parish councils are important stakeholders within the District. The District Council wants to ensure that there is clarity and transparency as to the areas that town and parish councils represent and that the electoral arrangements of parish councils – the warding arrangements and the allocations of parish councillors – are appropriate, equitable and readily understood by their respective electorate.

The District Council wants to ensure that any parish governance in the District is robust, representative and enabled to meet the challenges that lay before it. Ultimately, the recommendations made in a community governance review should bring about improved

community engagement, more cohesive communities, better local democracy and result in more effective and convenient delivery of local services.

These considerations are equally applicable to community governance reviews of currently unparished areas (such as in the case of this review) as they are for reviews of areas with existing parishes.

2. CONSULTATION

How Consultations will be conducted

This section sets out how the District Council proposes to conduct consultations during the separate stages of the Review. Specific details of the consultation periods are set out in the timetable below.

In coming to its recommendations in this Review, the District Council will take into account the views of local people. The District Council will consult the local government electors for the area under review, Clacton-on-Sea, Holland-on-Sea and Jaywick Sands, and any other person or body who appears to have an interest in the Review and to take the representations that are received into account by judging them against the criteria in the Local Government and Public Involvement in Health Act 2007. The decision of the Council will be taken in public, and the reasons publicised in the area affected by the Review.

Details of the consultation will be circulated by letter to all electors in the area under review and, subject to the timing of publication, will also be published in newspapers circulating in the area concerned. All stakeholders will be invited to complete a response form. Public meetings will be held at a community facility in Clacton-on-Sea, Holland-on-Sea and Jaywick Sands. Details will be available on the District Council's website and the District Council will also engage with the media to publicise the consultation.

It is hoped that the community and voluntary groups operating in Clacton-on-Sea, Holland-on-Sea and Jaywick Sands will include reference to the review in any meetings they have during the period of the review and on any websites they have.

In addition to consulting local government electors in the review area, a range of stakeholders will also be consulted. These include Essex County Council, the Member of Parliament, partner organisations such as the NHS Integrated Care Board, Police and Fire Service and education providers in the review area, community and voluntary groups, businesses and bodies such as Clacton Town Board, which brings together representatives from a range of organisations.

How to contact us

For further details please contact Corporate Policy and Support, Tendring District Council, Town Hall, Station Road, CO15 1SJ or e-mail:

communitygovernance@tendringdc.gov.uk with the words COMMUNITY GOVERNANCE REVIEW in the e-mail heading.

A Timetable for the Review

The Community Governance Review commences with the publication of these Terms of Reference and the review must be completed within twelve months of that date.

An indicative timetable for this review is as follows:

Action	Timetable	Date
Stage 1: Terms of reference are published. Start of formal Community Governance Review		1 July 2025
Stage 2: Initial submissions are invited	Three months	1 July 2025 - 30 September 2025
Stage 3: Consideration of submissions received and draft Recommendations are prepared		1 October 2025 – 31 October 2025
Stage 4: Draft Recommendations are published – consultation on them	Three months	1 November 2025 – 31 January 2026
Stage 5: Consideration of submissions received and Final Recommendations are prepared and published; interested parties informed		1 February 2026 – 28 February 2026
Recommendation and draft Order submitted to Council		March 2026
Application of Decision and reasoning and interested parties informed. Copy of Order with map(s) placed on deposit and notification as required.		As soon as practicable thereafter

In the event that parishes are to be created, the intention would be for these to formally come into being on 1 April 2027, with elections to any consequential parish council at the scheduled elections on 6 May 2027. Interim governance arrangements would be established for the period from 1 April 2027 until the point at which parish councilors took up office following the elections on 6 May 2027.

Prior to 1 April 2027, again on the basis that parishes were established as a consequence of this review, the District Council would need to determine the precept for the parish that would be in place for 2027/28. Other matters also need to be considered including such things as responsibility for allotments etc. in the new parish area.

3. ELECTORATE FORECASTS

The District Council is required to consider the number and distribution of electors which is likely to occur in the period of five years beginning with the day when the review starts. The following electorate forecasts have been developed by Tendring District Council. It is the Government's guidance that these forecasts should be made available to all interested parties as early as possible in the review process, ideally before formal commencement of the review, so that they are available to all who may wish to make representations. This data is as follows:

	2025-26	2026-27	2027-28	2028-29	2029-30
Clacton on Sea					
Bluehouse Ward	4,059	4,059	4,059	4,059	4,105
Burrsville Ward	4,803	4,972	5,036	5,103	5,199
Cann Hall Ward	4,634	4,815	4,881	4,940	4,989
Coppins Ward	5,156	5,245	5,245	5,245	5,245
Pier Ward	1,928	1,944	2,053	2,065	2,065
St James Ward	4,872	4,872	4,886	4,886	4,886
St John's Ward	4,965	4,965	4,965	4,965	4,965
St Paul's Ward	2,229	2,229	2,229	2,229	2,229
Holland on Sea					
St Bartholomews Ward	4,617	4,617	4,617	4,617	4,617
Eastcliff Ward*	2,538	2,692	2,741	2,741	2,741
Jaywick Sands					
West Clacton & Jaywick Sands	4,227	4,246	4,298	4,356	4,417

*Eastcliff Ward spans part of the area known as Holland-on-Sea and part that would otherwise be within Clacton-on-Sea.

Area (based on the above table's allocation of District Wards)	Electorate 2025	Electorate 2030
Clacton-on-Sea	32,646	33,683
Holland-on-Sea	7,115	7,358
Jaywick Sands	4,227	4,417

The methodology used was to assess the number of electors in each of the District Wards for the elector numbers in 2025. This provides a ratio of electors to dwelling for each District Ward based on existing dwellings numbers. The Council's Planning Policy Team then provided details of the number of dwellings in each District Ward that they consider are likely to be finished and ready for occupation in each of the years for the five-year forecast tables above. The ratio of electors to household for the Ward was then multiplied by the likely number of dwellings to be finished and ready for occupation to give a number of electors to be added to the base figure for the electorate in 2025 for each District Ward.

The developments that were assessed in the above methodology to provide the number of dwellings in each Ward considered likely to be finished and ready for occupation were as follows:

Burrsville Ward - Foots Farm and Oakwood Park

Pier Ward - 3 Marine Parade East and the former Rumours Nightclub

Cann Hall Ward - Brook Park West and Hartley Gardens

Coppins Ward - Coppins Court

St James Ward – Former St Helena Hospice

Bluehouse Ward - Hartley Gardens and Waterworks Drive

Eastcliff Ward – Sladburys Lane

West Clacton & Jaywick Sands Ward – Rouses Farm, 82 Jaywick Lane, 23-27 Brooklands and 32-37 Brooklands

4. DEMOGRAPHIC TRENDS AND INFLUENCES IN THE AREA

Individual District ward profile data is available for the District Wards that comprise Clacton-on-Sea, Holland-on-Sea and Jaywick Sands. These ward profiles are available at:

http://www.tendringdc.gov.uk/**.

If you would like to receive a paper copy of these documents, please contact Corporate Policy and Support at communitygovernance@tendringdc.gov.uk or the address provided in these Terms of Reference.

In brief (using data from the Office of National Statistics), the population in the review area is characterized as follows:

- The age profile shows more people aged 55 and over in the population than across the whole of England and, conversely, less people aged 50 and younger than is the average across England. These two statements are true for all ages groups (in 5-year bands) above and below age 55.
- There is very little difference in the proportion of males and females in the population in the review area than there is across all of England.
- When looking at legal partnership status, there are proportionately more widowed and divorced (including civil partnership) than is the average for all of England.
- There are proportionately more people classifying themselves as White as their ethnic groups and proportionately less classifying themselves as Asian, Black or being from multiple ethnic groups when compared with England as a whole.
- Looking at general health, there are proportionately significantly lower proportions of the population in very good health when compared to all England figures and comparatively higher levels of the population in fair, bad or very bad health when looking at the pattern across the whole of England.
- In so far as disability is concerned, there are significantly higher proportions of the population who have a disability than is the case for all of England on average.
- There are very significantly fewer households not deprived than is the case for all of England. Conversely there are greater proportions of households impacted by one, two or three dimensions of deprivation.
- While unemployment rates in the review area are almost identical to the all England figures, the percentages of people locally who are economically inactive are far higher than for the comparable position across all of England. Likewise, the percentage of the population who are economically active is significantly lower locally than would be the case for all England.
- The percentage of the population without a qualification locally is much higher than is the case looking across all of England.

5. THE PRESENT COMMUNITY GOVERNANCE STRUCTURE

Introduction

This review area is unparished. The extent of the review area is limited by the boundaries with the parishes of St Osyth, Little Clacton and Frinton & Walton. The principal councils for the area are Tendring District Council and Essex County Council. They will continue to be the principal councils for the area unless (and until) such time as there is some form of local government review.

The electorate in the review area totals 43,988 and the electorate for the District of Tendring is 119,215 and for Essex County it is 1,116,845 (2022). The residents in the review area are represented on the District and County Councils in broadly similar proportion to the electorates for the review area in comparison to the District and County totals.

By reference to the immediate neighbouring parished areas, the electorates, parish wards and total number of parish councillors are as set out in the table that follows. The principal councils for those parishes/town are also Tendring District Council and Essex County Council.

Parish/Town Area	Electorate	Number of Parish/ Town Wards	Total Number of Parish/Town Councillors
St Osyth Parish	4,227	2	13
Little Clacton	2,557	0	13
Frinton & Walton	17,000	6	16

Present Structure of Community Governance in our Area

The District of Tendring has 27 parishes. The list of all those parishes is given in Appendix A and this Appendix also identifies the number of parish councillors and the ratio of electors to parish councillors. In addition, details of the Council Tax precepts for 2025/26 in relation to those parished areas are set out at Appendix B.

There are no moribund parish councils and there have been calls in the recent past for the size of some parish councils to be increased in order that the members can deal with the volume of work.

As stated, the currently unparished area of the District of Tendring is the area for this community governance review; Clacton-on-Sea, Holland-on-Sea and Jaywick Sands.

There are a range of groups operating in the review area and these include:

- AFI UK – African Families in the UK
- Age Well East
- Albert Edward Hall Community Association
- Citizens Advice Tendring
- Clacton Musical Theatre Society
- Coppins Hall Community Association
- Community Voluntary Services Tendring
- Disability 4Sport
- Essex Sight (Essex Blind Charity)

EXTRA – Support for Families - helping those caring for children in North Essex and Tendring district to meet the challenges of parenting.
Golf Green Hall
Great Clacton Community Association
Holland-on-Sea Community Association
Holland Residents' Association
Jaywick Sands Community Forum
Jaywick Sands Revival (CIC)
Jaywick Community Resource Centre Association
MIND (The mental health charity) Mid and North East Essex
Neighbourhood Watch Groups for Cliff Road (Holland-on-Sea), Chapman Road (Clacton-on-Sea), Rush Green (Clacton-on-Sea), Glebe Way (Jaywick Sands) and Jaywick Sands itself.
Pier Avenue Baptist Church
RAMA – The Refugee, Asylum Seeker and Migrant Action
Rush Green Allotments Trust
Signpost
Tendring District Talking Newspaper Association
Tendring Community Transport
The Brotherhood Community Hall Charity
West Clacton, Jaywick Sands Neighbourhood Association

6. PARISHES

Tendring District Council is anxious to ensure that electors should be able to identify clearly with the area in which they are resident because it considers that this sense of identity and community lends strength and legitimacy to the community governance structure, creates a common interest in local affairs, encourages participation in elections, leads to representative and accountable government, engenders visionary leadership and generates a strong, inclusive community with a sense of civic values, responsibility and pride.

At present, in the unparished review area of Clacton-on-Sea, Holland-on-Sea and Jaywick Sands community governance exists in the forms of tenant panels, neighbourhood residents' groups and organisations such as Neighbourhood Watch. These organisations do not have the powers of a parish/town council. For completeness, a list of the powers and duties of parish councils is set out at Appendix C.

The District Council considers that parishes should reflect distinctive and recognisable communities of interest, with their own sense of identity; the feeling of local community and the wishes of local inhabitants are primary considerations in this review. The process of this review supports the general statement within the Council's Corporate Plan of "Listening to and delivering for our residents and businesses". The review reflects the Council's drive to improve community engagement.

The District Council wishes to balance carefully the consideration of changes that have happened over time, through population shifts or additional development, for example, and that have led to a different community identity with historic traditions in its area.

The District Council also notes the guidance issued by Government that community cohesion should be taken into account in this review. Whilst this guidance was published in 2010, it remains the guidance that the Council must have regard to when undertaking reviews of this nature. In addition, the Council will be mindful in carrying out the review of its duties under the Equality Act 2010. The Equality Act 2010 places a duty on the Authority "to have due regard to" the need to eliminate discrimination, advance equality of opportunity and foster good relations in regard to age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

The District Council is further mindful of the national guidance in which it strongly states that it "expects to see a trend in the creation, rather than the abolition, of parishes".

Boundaries

In the event that there is support for the creation of (a) parish(es), consideration will need to be given to the boundaries to be applied to the parish(es). If such a parish were to have its own parish council, part of the review will also be to consider comments in respect of the electoral arrangements for the parish(es) and to best reflect the community identities and interests and be effective and convenient. As stated already, these matters are not constrained by existing District Ward/County Electoral Divisions.

The Council considers that Parish boundaries should where possible be easily identifiable. These barriers will be either natural or man-made: they might include rivers or man-made features such as parks, railways, major road – those barriers that oblige the residents of an affected area to have less in common with the remainder of the Parish council area to which they may have been allotted.

The Council considers that 'natural' settlements or settlements as they are defined in the Local Development Framework should not in normal circumstances be partitioned by electoral

boundaries. In this review this consideration is less of an issue than could be the case in other areas of the District.

Within the constraint that many parts of the review area are urban in nature, the Council will endeavour to select boundaries that are and are likely to remain easily identifiable.

Council Size

In the event that the review looks at establishing one or more parish council, it will need to consider the issue of the size of that council (i.e. the number of parish councillors that shall serve on the parish council.

By law, each Parish Council must have at least five councillors and there is no specified maximum. As guidance, the National Association of Local Councils (NALC) suggest the minimum number of councillors for any Town/Parish should be 7 and the maximum 25.

The National Association of Local Councils (NALC) published guidance in 1988 on the suggested number of parish councillors on parish councils and this relates to the size of the population being represented. The following allocations were recommended by NALC:

Up to 900 electors: 7 councillors	9,001 - 10,400 electors: 17 councillors
901 - 1,400 electors: 8 councillors	10,401 - 11,900 electors: 18 councillors
1,401 - 2,000 electors: 9 councillors	11,901 - 13,500 electors: 19 councillors
2,001 - 2,700 electors: 10 councillors	13,501 - 15,200 electors: 20 councillors
2,701 - 3,500 electors: 11 councillors	15,201 - 17,000 electors: 21 councillors
3,501 - 4,400 electors: 12 councillors	17,001 - 18,900 electors: 22 councillors
4,401 - 5,400 electors: 13 councillors	18,901 - 20,900 electors: 23 councillors
5,401 - 6,500 electors: 14 councillors	20,901 - 23,000 electors: 24 councillors
6,501 - 7,700 electors: 15 councillors	Over 23,000 electors: 25 councillors
7,701 - 9,000 electors: 16 councillors	

Based solely on the above, and this should not be the sole matter to consider, it would result in the following sizes of Parish/Town Councils (should this be the outcome of the review):

Clacton-on-Sea – 25 Parish/Town Councillors
Holland-on-Sea – 15 Parish/Town Councillors
Jaywick Sands – 13 Parish/Town Councillors
The combined area of the above – 25 Parish/Town Councillors

The Government has advised, and this Council concurs, that “it is an important democratic principle that each person’s vote should be of equal weight so far as possible, having regard to other legitimate competing factors, when it comes to the election of councillors.”

Statute requires that the District Council must have regard to the following factors when considering the number of councillors to be elected for a Parish Council(s):

- the number of local government electors for the area;
- any change in that number which is likely to occur in the period of five years beginning with the day when the review starts.

Each area will be considered on its own merits having regard to its population, geography and the pattern of communities. In addition, the pattern of delivery of services by individual Parish Councils may affect the optimum number of parish councillors in any individual case.

Parish Warding

Parish warding is the division of the Parish Council area into appropriately sized wards for the purpose of electing parish councillors. Any Community Governance Review, where parishing and the creation of a parish council is considered, must examine the number and boundaries of Parish Wards, their names and the number of councillors to be elected to each ward. In determining warding arrangements, regard will be given to community ties in the area. In considering whether or not a Parish Council area should be divided into wards, the legislation requires that consideration be given to whether:

- a) The number, or distribution of the local government electors for the area would make a single election of parish councillors impracticable or inconvenient; and
- b) It is desirable that any area or areas of the Parish Council should be separately represented.

There is a need to consider not only the size of the electorate in the area but also the distribution of communities within it. Warding arrangements should be clearly and readily understood by, and should have relevance for, the electorate in the Parish Council area.

The Council will be mindful of all this guidance. Each case will be considered on its merits and on the basis of information and evidence provided during the course of the review.

Parish Ward proposals should have merit in themselves; not only should they meet the two tests laid down in the Act (namely):

- (a) Whether the number, or distribution, of the local government electors for the Parish Council would make a single election of councillors impractical or inconvenient
- (b) Whether it is desirable that any area or area of the Parish Council should be separately represented on the council.

They should also be in the interests of effective and convenient local government and not be

Should this review recommend the creation of (a) parish(es) it must also make a recommendation as to whether to establish Parish Wards. wasteful of a Parish Council's resources.

The Pattern of Community Representation and Community Engagement

The Council will take account of the nature of the area under review to determine whether the creation of a parish or parishes for the area would reflect the identities and interests of the community. Parish Council considerations would then follow any decisions around parishing in the review area.

In considering whether to create parishes in Clacton-on-Sea, Holland-On-Sea and/or Jaywick Sands, consideration needs to be given to the name of the new parish, whether there should be a new parish council and whether any new parish should be styled using one of the alternative names referred to elsewhere in these Terms of Reference.

In relation to any existing parish, community governance reviews must come to a conclusion whether an area should be altered or retained and whether the name of the parish should be changed. However, in this review there are no existing parishes in the review area and so this element of a community governance review is referenced for information only.

In relation to future parish councils in the area under review, the electoral arrangements for that/those parish council(s) must be the subject of a recommendation through the review.

Based on the existing electorate in the un-parished areas, it is likely that any parish created following the review would be above the threshold that would require a Parish Council to be established.

Names and Styles

The following are relevant to and proposal that would involve parishing all or part of the review area (and then if parish wards are to be created in the parish where a Parish Council is to be established).

Alternative styles

Parishes may have alternative styles to 'Parish'. The alternative styles are "community", "neighbourhood" or "village". In addition, it should be noted that the style "town" is still available to a parish. However, for as long as the parish has an 'alternative style', it will not also be able to have the status of a town and vice versa. The use in these terms of reference of parish and community does not preclude one of the alternative styles (or Town) being adopted.

The Naming of Parish Council Wards

With regard to the names of Parish Wards, the District Council will endeavour to reflect existing local or historic place names, and will give a strong presumption in favour of names proposed by local interested parties. The Council would wish to avoid composite names other than in exceptional circumstances where the demands of history, local connections or the preservation of local ties make a pressing case for the retention of distinctive traditional names.

7. ELECTORAL ARRANGEMENTS

The next programmed elections for all parishes in the District of Tendring are in May 2027. The timetable for this review set out in section 2 above, propose that any decision to establish a parish (with a parish council) should be with effect from 1 April 2027 and elections at that programmed date in May 2027. If, however, following the Community Governance Review, an area is parished, and parish arrangements were to come into existence from April 2026, elections would need to be held in May 2026 and the initial term of office would be for the following full year ending with elections in May 2027. Elections would then be every fourth year thereafter. At the time of writing, it would appear to be preferable, in the absence of reasoning against it, to follow the timetable in section 2 with any parish being created from 1 April 2027. However, circumstances may change in the community governance review and the establishment date may need to be actively reconsidered.

Should the review proceed to consider the establishment of a parish council (or more than one such council) the size (as in the total number of parish councilors) would need to undertake the work that such parish council (or councils) would need to undertake.

8. CONCLUSION

In formulating its recommendations, the Council will consider all submissions of opinion about the issues contained in the review expressed by residents and other interested parties, as well as its knowledge of the local area. Everyone affected by these proposals, including Ward Councillors, MPs, community organisations, other stakeholders and the public will be encouraged to submit their views.

The Review Process

The District Council would expect there to be a minimum number of responses from the population to trigger a draft recommendation for parish arrangements to be made in the review area. This number would be 5% of the electors involved. A greater level of support would be expected for such a draft recommendation to be made a final recommendation.

If more than one option is supported at the draft or final recommendation stage then the support from the local electorate for those options will be measured against one another to determine whether the trigger point has been achieved.

Date of publication of these terms of reference: [intended to be 1 July 2025]

Existing Parish Councils, Parish Ward numbers, Numbers of Parish Councillors, Electorate and Electoral Ratios (as of 1 June 2025)

Parish	Parish Wards (Blank if none)	No. of Parish Councillors	Electorate	No. of electors per Cllr
Alresford Parish Council		11	2240	204
Ardleigh Parish Council		11	2301	209
Beaumont Parish Council		5	284	57
Bradfield Parish Council		9	1024	114
Brightlingsea Town Council		12	6910	576
Elmstead Parish Council		11	2026	184
Frating Parish Council		7	548	78
Frinton & Walton Town Council	6	16	17,000	1,063
Great Bentley Parish Council		9	2,336	260
Great Bromley Parish Council		9	917	102
Great Oakley Parish Council		9	863	96
Harwich Town Council	5	16	14,015	876
Lawford Parish Council		15	4,013	268
Little Bentley Parish Council		5	246	49
Little Bromley Parish Council		5	206	41
Little Clacton Parish Council		13	2,560	197
Little Oakley Parish Council		9	932	104
Manningtree Town Council		7	752	107
Mistley Parish Council		11	2,739	249
Ramsey And Parkeston Parish Council	2	11	1,833	167
St Osyth Parish Council	2	13	4,249	327
Tendring Parish Council		7	597	85
Thorpe-Le-Soken Parish Council		11	2,014	183
Thorrington Parish Council		9	1,192	132
Weeley Parish Council		9	1,963	218
Wix Parish Council		7	699	100
Wrabness Parish Council		7	330	47
Totals		264	74,789	283

Parish Precepts and Levies 2025 to 2026

The Town and Parish Council precepts that form part of the Council Tax bill are shown below. The table shows the total amount of each Parish Precept and the resulting parish Council Tax charge for 2025/2026 for a property in valuation band D.

Parish	Precept (£) – what the Parish Council seeks to raise from Council Tax Payers	Element of the Band D Council Tax Charge (£)
Alresford	106,218	102.59
Ardleigh	97,309	80.43
Beaumont-cum-Moze	4,400	33.64
Great Bentley	165,000	146.00
Little Bentley	5,000	41.19
Bradfield	71,500	143.92
Brightlingsea	247,500	79.91
Great Bromley	33,725	76.42
Little Bromley	1,800	17.34
Little Clacton	90,700	82.78
Elmstead	78,250	80.49
Frating	15,774	56.56
Frinton and Walton	754,958	84.92
Harwich	217,258	37.79
Lawford	185,360	101.63
Manningtree	36,000	103.12
Mistley	104,945	78.95
Great Oakley	31,485	79.63
Little Oakley	23,405	59.80
Ramsey and Parkeston	74,600	94.74
St Osyth	190,000	92.77
Tendring	17,250	55.47
Thorpe-le-Soken	71,350	73.67
Thorrington	45,000	80.67
Weeley	45,170	50.24
Wix	28,832	83.62
Wrabness	7,400	31.98

The average of the above for Parish/Town precepts on the Band D properties in the relevant Parish area is £75.94 per year (which equates to £1.46 per week).

In 2025/26, the District Council allocated £682,999 as Special Expenses and £423,446 of that total was charged to Council Tax Payers in Clacton on Sea, Holland on Sea and Jaywick Sands. A reassessment of the total charge and the allocation of it would follow this community governance review in the event that parishing in the review area took place; including any allocation of assets from the District Council to a/the new Parish Council(s).

What can local councils do?

(with credit to NALC for compiling this)

Function	Powers & Duties	Statutory Provisions
Allotments	Powers to provide allotments. Duty to provide allotment gardens if demand unsatisfied and if reasonable to do so	Small Holding & Allotments Act 1908, s.23
Borrowing money	Power for councils to borrow money for their statutory functions or for the prudent management of their financial affairs	Local Government Act 2003, Schedule 1, para. 2
Baths (public)	Power to provide public swimming baths	Public Health Act 1936, s.221
Burial grounds, cemeteries and crematoria	Power to acquire and maintain Power to provide Power to contribute towards expenses of cemeteries	Open Spaces Act 1906, Sections 9 and 10 Local Government Act 1972, s.214 Local Government Act 1972, s.214 (6)
Bus Shelters	Power to provide and maintain shelters	Local Government (Miscellaneous Provision) Act 1953, s.4
Byelaws	Power to make byelaws for: Places of public recreation Cycle parks Public swimming baths Open spaces and burial grounds Mortuaries and post-mortem rooms	Public Health Act 1875, s.164 Road Traffic Regulation Act 1984, s.57(7) Public Health Act 1936, s.223 Open Spaces Act 1906, s.15 Public Health Act 1936, s.198
Charities	Duties in respect of parochial charities Power to act as charity trustees	Charities Act 2011, ss.298-303 Local Government Act 1972, s.139 (1)
Clocks	Power to provide public clocks	Parish Councils Act 1957, s.2
Closed Churchyards	Powers to maintain	Local Government Act 1972, s.215

Commons and common pastures	Powers in relation to Inclosure, regulation, management and provision of common pasture	Inclosure Act 1845; Small Holdings and Allotments Act 1908, s.34
Highways	<p>Power to repair and maintain public footpaths and bridle-ways.</p> <p>Power to light roads and public places</p> <p>Power to provide parking places for vehicles, bicycles and motor-cycles.</p> <p>Power to enter into agreement as to dedication and widening.</p> <p>Power to provide roadside seats and shelters.</p> <p>Power to consent to a local highway authority stopping maintenance of a highway or stopping up/ diverting a highway</p> <p>Power to complain to district council about the Power to provide certain traffic signs and other notices protection of rights of way and roadside waste</p> <p>Power to plant trees and shrubs and to maintain roadside verges</p>	<p>Highways Act 1980, ss.43, 50</p> <p>Parish Councils Act 1957, s.3; Highways Act 1980, s.301</p> <p>Road Traffic Regulation Act 1984, ss.57, 63</p> <p>Highways Act 1980, ss.30, 72</p> <p>Parish Councils Act 1957, s.1</p> <p>Highways Act 1980, ss.47, 116</p> <p>Highways Act 1980, s.130</p> <p>Road Traffic Regulation Act 1984, s.72</p> <p>Highways Act 1980, s.96</p>
Honorary titles	Power to admit to be honorary freemen/ freewomen of the council's area persons of distinction and persons who have, in the opinion of the authority, rendered eminent services to that place or area.	Local Government Act 1972, s.249
Investments	Power to participate in schemes of collective investment	Trustee Investments Act 1961, s.11

Land	Power to acquire by agreement, to appropriate, to dispose of Power to accept gifts of land	Local Government Act 1972, ss.124, 126, 127 Local government Act 1972, s.139
Litter	Provision of bins	Litter Act 1983, ss.5, 6
Lotteries	Powers to promote	Gambling Act 2005, s.252, 258
Markets	Power to establish or acquire by agreement markets within the council's area and provide a market place and market buildings	Food Act 1984, s.50
Mortuaries and post-mortem rooms	Powers to provide mortuaries and post-mortem rooms	Public Health Act 1936, s.198
Neighbourhood planning	Powers to act as lead body for a neighbourhood development plan or a neighbourhood development order.	Localism Act 2011, Schedule 9; Town and Country Planning Act 1990, ss.61E-61Q, Schedule 4B; Planning and Compulsory Purchase Act 2004, s.38A
Newsletters	Power to provide information relating to matters affecting local government	Local Government Act 1972, s.142
Nuisances	Power to deal with offensive ditches	Public Health Act 1936, s.260
Open spaces	Power to acquire and maintain land for public recreation Power to acquire and maintain land for open spaces	Public health Act 1875, s.164 Open Spaces Act 1906, ss.9 and 10
Parish Property and documents	Powers to receive and retain Duty to deposit certain published works in specific deposit libraries	Local Government Act 1972, s.226 Legal Deposit Libraries Act 2003, s.1
Public buildings and village hall	Power to acquire and provide buildings for public meetings and assemblies	Local Government Act 1972, s.133
Public Conveniences	Power to provide	Public Health Act 1936, s.87
Recreation	Power to provide a wide range of recreational facilities Provision of boating pools	Local Government (Miscellaneous Provisions) Act 1976, s.19 Public Health Act 1961, s.54
Right to challenge	The right to submit an interest in running a service	Localism Act 2011, ss.81-86

services that are provided by a principal authority	provided by a district, county or unitary authority	
Right to nominate and bid for assets of community value	The right to nominate assets to be added to a list of assets of community value and the right to bid to buy a listed asset when it comes up for sale	Localism Act 2011, ss.87-108
Town and Country Planning	Right to be notified of planning applications if right has been requested	Town and Country Planning Act 1990, Sched.1, para.8
Tourism	Power to encourage tourism to the council's area	Local Government Act 1972, s.144
Traffic Calming	Powers to contribute financially to traffic calming schemes	Local Government and Rating Act 1997, s.30
Transport	Powers to spend money on community transport schemes	Local Government and Rating Act 1997, s.26-29
War memorials	Power to maintain, repairs, protect and adapt war memorials	War Memorials (Local Authorities' Powers) Act 1923, s.1
Water	Power to utilise wells, springs or streams for obtaining water	Public Health Act 1936, s.125
Websites	Power for councils to have their own websites	Local Government Act 1972, s.142

Map of the Review Area

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ELECTION MAPS

CLICK INSIDE A BOUNDARY FOR MORE INFO

 Civil Parishes or Communities



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A.1 Appendix B

FEEDBACK FROM DISTRICT COUNCILLORS FOR CLACTON-ON-SEA, HOLLAND-ON-SEA AND JAYWICK SANDS – FROM 22 MAY 2025

Who do you think we should consult as stakeholders	Main reasons people will be FOR (a) Town Council(s)
Businesses x5 Community halls/ associations x3 Schools x3 Constituents -Benefits could outweigh the cost x2 Shop owners x2 Holland Residents Association x2 Everybody Individuals instead of households Professionals – Doctors, Dentists Holiday Parks – but may be holidaymakers Residents Local charities Health Service Police and Fire service Voluntary services Unitary Councils	Local representation x3 More funding for community projects and amenities x2 Local views Power to acquire land for recreation Provision of local services and amenities tailored to the local community Reassurance through Local Government Re-organisation, point of contact Local Government Re-organisation – Adds a local step before unitary authority Better for local communities Gives a voice to locals/local area More choice of individual representation Greater sense of community Money spent on the individual town in question Place identity and pride Combat high street decline
	Main reasons people will be AGAINST (a) Town Council(s)
	Potential cost x3 Potential council tax increase x3 Extra layer of local authority May not understand structure Unknown costs Staff employee costs e.g Town Clerk Residents losing their identity Misinformation – not understanding

Where the same suggestion was made by more than one of the groups of Councillors attending the briefing session it is shown as, say, x2 if two groups gave the same response etc.

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COMMUNITY LEADERSHIP OVERVIEW AND SCRUTINY COMMITTEE

17 JUNE 2025

REPORT OF ASSISTANT DIRECTOR (CORPORATE POLICY AND SUPPORT)

A.2 WORK PROGRAMMING – INCLUDING MONITORING OF PREVIOUS RECOMMENDATIONS AND SUMMARY OF FORTHCOMING DECISIONS

(Report prepared by Katie Koppenaal)

PURPOSE OF THE REPORT

The report provides the Committee with an update on its approved Work Programme for 2024/25 (including progress with enquiries set out in its Work Programme), feedback to the Committee on the decisions in respect of previous recommendations from the Committee in respects of enquiries undertaken and a list of forthcoming decisions for which public notice has been given. The report also notifies the Committee that Officers will be launching a consultation with regards to the Committee's Work Programme for the 2025/26 municipal year.

INVITEES

None.

BACKGROUND

The Council commissioned the Centre for Governance and Scrutiny (CfGS) to undertake an 'Overview & Scrutiny Development Review' in 2021 as a way of further improving that function at the Council. Two relevant recommendations arising from that review were:

"Further strengthening the annual process for developing work programmes for each O&S committee - Engaging Members, Officers, partners and the public to prioritise the topics for review. This could include a selection criteria to identify appropriate topics for the work programme. Currently the work programme is also the last item on the agenda at O&S meetings, we would recommend bringing it to the beginning, so it can be given greater priority and benefit from more considered discussion, rather than being subject to the inevitable end of meeting fatigue.

Reviewing how the recommendations are made and how impact is measured – This could include putting the 'recommendations monitoring report' at the beginning of agendas to orientate O&S towards outcomes-focused meetings, alongside an emphasis on finding strong recommendations from questioning to present to Cabinet (or partners) as improvement or challenge proposals."

The inclusion of the matters set out in the "purpose of this report" section above seeks to further re-enforce the inter-relationship of the matters referred to. As such, it is designed to further support consideration of work programming of the Committee and contribute to addressing progress with the Corporate Plan.

DETAILED INFORMATION

WORK PROGRAMME 2024/25

The detailed matters relating to the following matters are set out in the relevant Appendix identified:

- (1) Work Programme for 2024/25 approved by Full Council on 6 August 2024 – See Appendix A;
- (2) feedback to the Committee on the decisions in respect of previous recommendations from the Committee in respects of enquiries undertaken – See Appendix B; and
- (3) a list of forthcoming decisions for which notice has been given since publication of the agenda for the Committee’s last meeting – See Appendix C

In considering work programming matters, the Committee is further reminded of the other recommendations from the CfGS review undertaken in 2021:

“Considering greater use of task and finish groups – This more informal type of O&S can allow improved cross-party working and detailed investigation of a single issue focussed on producing substantive recommendations.

Improved agenda planning and management - Committees should focus on one or two substantive items per agenda to allow for cross-cutting themes to be properly identified and explored, and different insights brought to bear on critical issues.

Considering how to engage the public in the work of O&S - This could include O&S going on more site visits in the community, inviting the public to offer ideas for work programmes, and greater use of social media channels for resident input and communicating the progress and impact of scrutiny work.

A clearer focus on democratic accountability - Scrutiny of Cabinet Members should form a key part of the work programme, providing an opportunity to hold the Leader and portfolio holders to account for delivery of the corporate plan and any other issues O&S feel is important.”

The Community Leadership Overview and Scrutiny Committee is one of two overview and scrutiny committees established by the Council to specifically focus on the following areas of Council work (as detailed in Article 6.02(i) of the Council's Constitution):

“To perform the role of Overview and Scrutiny and its functions in relation to

- *Community Leadership developing the external focus of overview and scrutiny on “district-wide” issues’ (and where appropriate sub regional, regional and national issues), in particular through collaborative work with local partner authorities, providers, stakeholders and members of the public.*
- *Approval of discrete researched and evidenced reviews on the effectiveness of partnership operating in the area with particular focus on:*
 - *Community Safety*
 - *Health and Well-being*
 - *Economy, Skills and Educational Attainment*
- *Community engagement, development and empowerment*
- *Economic Development, Regeneration and Freeport East*

- *Leisure and Tourism (except matters relating to budgets)*
- *Planning & Building Control and Strategic Planning (including the Local Plan)*
- *Emergency Planning*
- *To scrutinize/review the outcomes and implications for the Council of its financial support to community organisations and also from its receipt and use of funds received from local partner organisations.*

The Community Leadership Overview & Scrutiny Committee will also act as the Council's designated "crime and disorder committee" for the purposes of Section 19 of the Police and Justice Act 2006 and will have the power –

- (a) to review or scrutinise decisions made, or other action taken, in connection with the discharge by the responsible authorities[*] of their crime and disorder function;*
- (b) to make reports or recommendations to the local authority with respect to the discharge of those functions.*

**- "The responsible authorities" means the bodies and persons who are responsible authorities within the meaning given by section 5 of the Crime and Disorder Act 1998 (c.37) (authorities responsible for crime and disorder strategies) in relation to the local authority's area.*

In fulfilling that function the Community Leadership Overview & Scrutiny Committee will have the power (whether by virtue of section 9F(3) or 21(2) of the Local Government Act 2000 or regulations made under section 9JA(2) or 32(3) of that Act or otherwise) to make a report or recommendation to the local authority with respect to any matter which is a local crime and disorder matter in relation to a member of the authority.

The crime and disorder committee shall meet to review or scrutinise decisions made, or other action taken, in connection with the discharge by the responsible authorities of their crime and disorder function as the committee considers appropriate but no less than once in every twelve month period."

The Constitution provides for the two overview and scrutiny committees to submit a work programme to full Council for approval. Rule 7 of the Overview and Scrutiny Procedure Rules sets out the position as follows:

"Each Overview and Scrutiny Committee will submit a work programme for the year ahead and a review of the previous year's activities to the full Council for approval. In addition it will be responsible for co-ordinating and prioritising its work programme on an ongoing basis.

In preparing, co-ordinating and prioritising its programme, each Overview and Scrutiny Committee will take into account:-

- *The General Role and Principles of undertaking its functions, as set out in Part 2 Article 6;*
- *the planned work on the preparation of elements of the Budget and Policy Framework;*

- *provision for budget scrutiny and scrutiny of the Treasury Management Strategy, as appropriate;*
- *the need for statutory timetables to be met;*
- *the expressed wishes of the members of the committee;*
- *requests from the Cabinet to carry out reviews and/or suggestions from the liaison meetings held under the Cabinet Overview & Scrutiny Protocol; and*
- *requests from Members and/or Group Leaders in accordance with Rule 8.”*

In considering the Work Programme of enquiries, the Committee must have regard to the Corporate Plan 2024-28 and the themes of that Corporate Plan are:

- 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

During the discussion of this report, it would be possible to receive an update of the work of the Task & Finish Groups established by the Committee, namely:

- Joint working with Parish and Town Councils; and
- Youth Provision for School Age Children outside of school

Work Programme – 2025/2026 Muncipal Year

Officers are continuing the process of developing the Committee’s Work Programme for 2025/26. This will involve seeking suggestions from:-

- Members;
- the Leader of the Council and Deputy Leader of the Council (through a joint meeting under the Cabinet/Overview & Scrutiny Protocol with the Chairman of the two Overview and Scrutiny Committees, which will also involve the Chief Executive, the Corporate Director (Law and Governance) and the Assistant Director (Corporate Policy & Support);
- Management Team;
- Town and Parish Councils, partner agencies and community groups; and
- The public.

The Committee should be aware, that at present the Democratic Services Team are preparing to launch a consultation with the aim to capture the residents’ and stakeholders’ ideas as to what they think both Overview & Scrutiny Committees should be spending their time on.

The Democratic Services Team will also start talks with both the Chairmen of the Overview and Scrutiny Committees about the creation of the Scrutiny Annual Report for the year 2024/25.

Officers will then collate the replies received that are relevant to this Committee, associating suggestions with a corporate plan theme, identifying information sources and possible invitees and what might be the benefit of the enquiries. That collation will then be firstly discussed with the Chairman of the Committee and then by the Committee at an informal meeting, which will be arranged in due course.

The proposed Work Programme for 2025/26 together with my annual review of the work undertaken by the Committee during 2024/25 will be formally submitted to the Committee for its approval at a Special Meeting.

The Work Programme for 2025/26, as recommended by the Committee, together with the annual review of the work undertaken by the Committee during 2024/25, will then be submitted to Full Council for its approval.

RECOMMENDATION(S)

That the Committee:-

- a) considers and notes the progress with enquiries set out in its Work Programme 2024/25, plus any feedback to the Committee on the decisions in respect of previous recommendations and the list of forthcoming decisions; and**
- b) invites oral updates on the work of the two Task and Finish Groups established by the Committee (as referenced in the Work Programme at Appendix A):**
 - (i) Joint working with Parish and Town Councils (Cllr. Graham Steady is its Chairman); and**
 - (ii) Youth Provision for School Age Children outside of school (Cllr. Terry Barrett is its Chairman).**
- c) notes the arrangements that are being made for the Committee to consider and decide in due course its Work Programme for 2025/26.**
- d) agrees that a Special Meeting of the Committee be held on Tuesday 29 July 2025 to enable the Committee to approve the Work Programme for 2025/26 together with the Annual Review for 2024/25.**

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A.2 Appendix A

COMMUNITY LEADERSHIP OVERVIEW AND SCRUTINY COMMITTEE FOR ENQUIRIES TO BE UNDERTAKEN IN 2024/25

Item	Date of Enquiry	Relevant Corporate Plan Theme/Annual Cabinet Priority	Information to be provided in advance	Those to be invited to attend	Articulated value of undertaking the review
To examine joint working with Parish & Town Councils in the District and opportunities and for the mutually beneficial collaboration to enhance that joint working.	Through a Task and Finish Group	<input type="checkbox"/> Pride in our area and services to residents <input type="checkbox"/> Working with Partners to improve quality of life	<p>Details of existing area of joint working between the District Council and Town and Parish Councils in the District.</p> <p>Examples of joint working elsewhere in the nation that may be beneficial to consider</p> <p>Oxfordshire Councils Charter (which sets out an accord on joint working between all Councils in that County) would be an item of information to be submitted to the enquiry (and an invitation would be sent to the Officers to address the enquiry).</p>	<p>Chief Executive</p> <p>Assistant Director, Partnerships</p> <p>The Chair/Secretary TDALC</p> <p>Representatives from the National Association of Local Councils</p> <p>Appropriate Officers/Portfolio Holders for areas of further joint work.</p> <p>Essex Association of Local Councils</p>	To develop options for the Cabinet/Council to develop collaborative working opportunities that are mutually beneficial.
To examine the extent of Youth Provision of	Through a Task and Finish Group	<input type="checkbox"/> Championing our local environment	The extent of Youth Provision outside of	Portfolio Holder, Partnerships	To explore further the benefit for

A.2 Appendix A

School age Children outside of that school/education and the opportunity for that provision to be adjusted/supported with improvements for mental health and reduced prosperity anti-social behaviour.		<input type="checkbox"/> Pride in our area and services to residents <input type="checkbox"/> Working with Partners to improve quality of life <input type="checkbox"/> Raising aspirations and creating opportunities	state education for school age children. The extent of demand for such out of School Activities. The opportunity for groups/individuals	Essex County Councils Portfolio Holder for Children's Services and Early years Assistant Director, Partnerships Essex County Councils Executive Director, Children, Families and Education Representatives of Voluntary Youth Provision in the District.	young people of out of school organised activities and events and provision around this age group.
Improving Access to NHS Dentistry for Residents in Tendring and Specifically Those Who Should Have Such Access Free of Charge.	At Committee on 17 June 2025	<input type="checkbox"/> Working with Partners to improve quality of life <input type="checkbox"/> Raising aspirations and creating opportunities	The number of dentists in the area now compared with 5-10 years ago, reasons for growth/decline. Public versus private. Legislative changes over the last 10 years that	Nicola Brunning, Deputy Director of Commissioning Pharmacy, Optometry, Dentistry and Vaccination	UPDATE To look at the provision of NHS dental provision in the District since the local Integrated care Board took responsibility for its commissioning

A.2 Appendix A

<p>(a) Under 18s and under 19s in full time education</p> <p>(b) Those on Income Support, Income-based Jobseeker's Allowance and Income related Employment and Support Allowance</p> <p>(c) Those below the income threshold and in receipt of child tax credits, working tax credit (including a disability element)</p> <p>(d) Pregnant women and those who have had a baby in the last 12 months</p> <p>(e) Those in receipt of a war Pension/Armed Forces</p>			<p>affected the service the NHS was obliged to provide, if any.</p> <p>Costs for procedures both public and private, waiting times.</p> <p>How many people are without a dentist in the district?</p> <p>How does Tendring sit against the rest of the UK in relation to the above questions?</p> <p>What steps are being taken to improve things?</p> <p>What sort of numbers are we now been seen by NHS Dentistry compared with previously?</p> <p>How many fast-tracked patients have there been?</p> <p>Evidence/stats/figures to show if service is stabilising.</p> <p>Visit to Essex University with post visit meeting,</p>	<p>The Portfolio Holder for Partnerships</p> <p>Head of Health and Partnership</p>	<p>and consider how the significant adverse health implications from poor dental health and gum disease in respect of:</p> <ul style="list-style-type: none"> • Respiratory infections • Diabetic complications • Cardiovascular problems • Kidney disease • Rheumatoid Arthritis <p>And thereby seek to ensure that the steps being taken by commissioners of NHS dentistry are seeking to mitigate against such issues.</p>
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A.2 Appendix A

Compensation scheme payments			but prior to the meeting in April		
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COMPLETED					
<p>To Consider Grant Funding by the Council and Others and its Appropriateness Given the Needs of the District.</p> <p>The enquiry would look at funding streams, processes, the implications of subsidy control, the accessibility of grants funding, the time formal streams of funding had, the extent to which the funded one off or ongoing work, a gap analysis of funding, and the value of funding outcomes.</p>	At a meeting of the Committee in January 2025	<p>□ Financial sustainability and openness</p>	The outcome of the complete review of the grant funding commissioned by Cabinet in 2023 and the progress with that review.	<p>Leader of the Council</p> <p>Portfolio Holder, Partnerships</p> <p>Assistant Director Finance and IT</p> <p>Assistant Director Partnerships</p> <p>Representatives of voluntary organisations in the District.</p>	<p>To consider the Councils approach to grants, the relationship between other grant funding organisations. The extent to which gaps in funding have been identified and addressed.</p>

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<p>Coastal Communities Unit</p> <p>To consider the work of the Coastal Communities Unit (CCU) and how this may help shape public policy.</p>	<p>At a Committee meeting to be determined.</p> <p>[It had been hoped to achieve this on 17 July 2024, but this was not possible].</p>	<p><input type="checkbox"/> Championing our local environment</p> <p><input type="checkbox"/> Pride in our area and services to residents.</p> <p><input type="checkbox"/> Working with Partners to improve quality of life.</p> <p><input type="checkbox"/> Raising aspirations and creating opportunities.</p>	<p>The impetus behind the creation of the CCU and its intended working and research to be undertaken.</p>	<p>Dr Emily Murray, Director of the CCU at the University of Essex</p>	<p>To be able to make recommendations around actions and activities that may have a beneficial impact on health inequalities locally.</p>
<p>NHS Dentistry off agenda briefing paper</p>	<p>For September 2024</p>	<p>See above</p>	<p>To update the Committee on the position of the Integrated Care Board's progress with its action plan to improve dentistry provision.</p>	<p>Assistant Director (Partnerships)</p>	<p>To give the Committee an update so as to help it develop its enquiry, set for 15 April 2025.</p>

A.2 Appendix A

<p>To Consider the New District Wide Sports and Activity Strategy and its Related Action Plan and the Extent to Which this Address the Needs of the District.</p>	<p>At Committee meeting on 15 Oct 2024</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Pride in our area and services to residents <input type="checkbox"/> Working with Partners to improve quality of life <input type="checkbox"/> Raising aspirations and creating opportunities <input type="checkbox"/> Financial sustainability and openness 	<p>Data over a 5 year period on the extent to which residents are inactive, moderately active and very active and the different provisions to support activity among those different sectors of the Community.</p>	<p>The Portfolio Holder for Sports and Leisure</p> <p>Corporate Director, Place and Economy</p> <p>Representatives of organised sports operations in the area.</p> <p>Representatives from Active Essex.</p>	<p>To consider the extent to which the District wide Strategy achieves the following, from national strategy published on 30 August 2023 of:</p> <ol style="list-style-type: none"> 1. Being ambitious to making the area more active 2. Making sport and physical activity more inclusive and welcoming for also that everyone can have confidence that there is a place in sport for them. 3. Moving towards a more sustainable sector that is more financially resilient and robust. As well as not inadvertently damaging existing
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A.2 Appendix A

					opportunities for physical activity.
<p>Crime and Disorder (Familial Violence/Abuse) –</p> <p>To look at all types of familial violence, elder abuse and FGM.</p> <p>What support mechanisms exist locally? Looking at funding for voluntary sector organisations working in this area. What support is there for victims/survivors.</p>	Through a Task and Finish Group	<p>□ Working with Partners to improve quality of life</p>	<p>Levels of recorded violence against Women + Girls (and violence of children against parents etc) for Tendring over a 5-year period.</p> <p>Measures being taken by public authorities to address/reduce/eliminate violence and tackle behaviours by perpetrators. What services are available locally by voluntary sector arrangements for victims of violence.</p>	<p>Insp, Wendy Byrne, Essex Police.</p> <p>Portfolio Holder, Partnerships</p> <p>Assistant Director Partnerships Community Safety and Safeguarding Manager.</p> <p>PFCC Essex</p> <p>Representatives of organisations who provide support to victims of violence.</p>	<p>To shine a light on unacceptable behaviours within families and the benefit this created for so many families. It will also look at prevention and support measures to consider strengthening these where possible.</p> <p>UPDATE: The Committee considered the final report of the Task and Finish Group at its meeting held on 15 April 2025. The Committee agreed eight recommendations</p>

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					which will be submitted to Cabinet in due course.
To examine evidence around water quality in the District – including sea water, freshwater courses and drinking water.	At a Committee Meeting on 28 Jan 2025	<input type="checkbox"/> Championing our local environment <input type="checkbox"/> Pride in our area and services to residents <input type="checkbox"/> Working with Partners to improve quality of life <input type="checkbox"/> Promoting our heritage offer, attracting visitors and encouraging them to stay longer	<p>Water quality data over previous 5 years for sea water, fresh water and drinking water.</p> <p>Activities already planned to improve water quality over the next 5 years by organisations responsible for that water quality.</p> <p>The recent article the Portfolio Holder from Kings Lynn and West Norfolk Council on the role of District Councils in championing water quality in coastal areas would be submitted to the enquiry.</p> <p>Case of material from an earlier study by the Council into coastal water quality that should be referenced to the enquiry.</p>	<p>Water and wastewater services in the District.</p> <p>Environmental Agency</p> <p>Maritime Marine Organisation</p> <p>Harwich haven Port Authority</p> <p>Brightlingsea Harbour Commissioners</p> <p>Surfers Against Sewage</p> <p>Portfolio Holder, Environment</p> <p>Corporate Director, Operations and Delivery</p>	To establish information on water quality in different settings and measures to improve water quality with a view to consider the appropriateness of that measure.

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				LGA's special interest group on coastal matters.	
<p>Health and Wellbeing Strategy</p> <p>In accordance with the Cabinet's decision, taken at its meeting held on 21 February 2025 (Minute 134 refers) the Committee were consulted on the draft Health and Wellbeing Strategy at its meeting held on 15 April 2025.</p> <p>The Committee decided to support the priorities and practical steps contained within that strategy.</p>					

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COMMUNITY LEADERSHIP OVERVIEW AND SCRUTINY COMMITTEE

17 JUNE 2025

RECOMMENDATIONS MONITORING REPORT

Recommendation(s) Including Date of Meeting and Minute Number	Actions Taken and Outcome	Completed, follow-up work required or added to Work Programme
<p><u>This Committee's meeting on 14 January 2025</u></p> <p><u>SCRUTINY COMMITTEE IN RESPECT OF GRANT FUNDING ENQUIRY</u></p> <p>Recommended to Cabinet that:</p> <p>(1) Welcomes the report on Grant Funding from/through the Council and the statements and responses from the Portfolio Holder and Officers to the Committee and further welcomes the flowchart and checklist adopted internally to identify when matters can follow an 'open call' grant arrangement and when a 'procurement';</p>	<p>Cabinet considered the recommendations of the Grant Funding Enquiry at its meeting held on 31 January 2025.</p> <p>At that meeting Cabinet had before it the following written response of the Portfolio Holder for Partnerships:-</p> <p><i>"I thank the Committee for their recommendations, and these will be considered as the forthcoming Grant Policy is developed. I note the comments in respect of a voluntary sector funding day and consideration will be given to supporting or running such an event to assist the voluntary sector."</i></p> <p>Having duly considered the recommendations made by the Community Leadership Overview & Scrutiny Committee together with the written</p>	<p>Completed</p>

<p>(2) Records its thanks to all those who contributed to the enquiry into Grant Funding by/through the Council including written submissions from Headway Essex and Inclusion Ventures and the attendance by representatives from Jaywick Sands Community Forum, Ketchup Clothes and from Clacton Art Centre and their insight into the processes and value of grant opportunities for community activities;</p> <p>(3) urges Cabinet to seriously consider the following recommended actions:</p> <p>(a) the establishment of an Oversight Group of Members (such as a Portfolio Holder Working Party) for grant schemes across the Council to promote learning between schemes;</p> <p>(b) that at least some form of gap analysis of services/activity provided by community/voluntary groups be undertaken to inform future policies, even if a full analysis would be too large a project to be achieved, and that the opportunities to 'flex' grant</p>	<p>response of the Portfolio Holder for Partnerships thereto:-</p> <p>It was RESOLVED that the recommendations made by the Community Leadership Overview and Scrutiny Committee be noted and be given consideration for inclusion in the forthcoming Grant Policy which is currently being developed.</p>	
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<p>giving to maximise the range of organisations receiving financial support in the District across the years;</p> <p>(c) Further standardised processes for different grant giving arrangements to help deliver best practice across those separate grant giving arrangements (eg around the length of time between opening invitations for applications and the closing date, common and plain language to explain the processes (that could also be made available on the internet), details of other grants received, the time between closure of application and determination/notification of outcomes, and the post grant-giving monitoring arrangements);</p> <p>(d) Adopt a consistent 'you said, we did' opportunity for organisations applying for grant funding to feed back on their experiences;</p> <p>(e) Look at organising an open day for community/voluntary groups in conjunction with other grant funding organisations (and CVST) to disseminate</p>		
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<p>information on those grant schemes and help to break down barriers to access grant funding for these community/voluntary groups;</p> <p>(4) Request that the Chairman of the Committee and the Portfolio Holder meet to consider the recommendations above and to encourage a positive response to them from Cabinet; and</p> <p>(5) Note that there are proposals for Local Government Reorganisation (LGR) in Great Essex and that we are awaiting confirmation from Government to whether these will proceed and over what timetable. On the basis that Government does approve the principle of LGR in Greater Essex, the Committee record that it would wish to undertake an enquiry into the implications of LGR on areas within its responsibility (including grant funding) in the work programme for 2025/26 and that this enquiry would look at possible areas where the</p>		
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<p>transition to a new unitary structure could be supported.</p> <p>This Committee's meeting on 28 January 2025:-</p> <p>CONSIDERATION AND DEVELOPMENT OF A CRIME AND DISORDER REDUCTION STRATEGY 2025-2028</p> <p>"RESOLVED that –</p> <p>(a) the Crime and Disorder Strategy presented to the Committee be supported and Cabinet advised of this support for delivery by the appropriate partners including Essex Police;</p> <p>(b) the Committee –</p> <ul style="list-style-type: none"> (i) commends the Strategy authors for ensuring that the language and format and use of graphics to create what is an accessible document for most readers; (ii) urges the Cabinet to ensure that all reasonable and appropriate steps are taken to care for the health, safety and wellbeing of all staff involved in enforcement activities and community safety; 	<p>Cabinet will consider the Committee's comments and recommendations at its meeting due to be held on 11 April 2025.</p>	<p>Ongoing</p>
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A.2 APPENDIX B

<p>(iii) recognises the increasing levels of violence against the person, shoplifting, possession of weapons, personal robbery, hate crime and domestic abuse and the need for robust action to address these growing crime problems in the District;</p> <p>(iv) urges the Community Safety Partnership to adopt, as a priority, the need to educate and encourage confidence in the reporting of crime by the public and business managers to reduce significantly the current levels of under reporting by victims; and</p> <p>(v) expresses its concern for delivery of the priorities on the basis of the plans announced on the day of the meeting for all 99 PCSOs in Essex to be made redundant.”</p>		
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Recommendations monitoring for those recommendations from earlier meetings of the Committee have been previously reported to the Committee and, as such, are not repeated here as there is no further update to be provided on them.

A.2 APPENDIX C

Community Leadership Overview and Scrutiny Committee – 17 June 2025

OVERVIEW AND SCRUTINY PROCEDURE RULE 13 – SCRUTINY OF PROPOSED DECISIONS

(Prepared by Katie Koppenaal)

The below forthcoming decisions are those published and currently 'live' on the Council's corporate business schedule.

In presenting the following, the Committee's attention is drawn to the agenda item notes in respect of Overview and Scrutiny Procedure Rule 13.

DESCRIPTION OF DECISION	KEY DECISION – YES/NO	DECISION MAKER	Decision Due Date
Football Foundation Playzone Scheme – Finding Application Outcome	YES	Cabinet	27 June 2025
Career Track – Annual Update and Outturn Report & Alternative Solutions	YES	Cabinet	27 June 2025
Acceptance of the Freeport East business rates agreement	YES	Cabinet	27 June 2025
Acceptance of the plan for Neighbourhood funding and government	YES	Cabinet	27 June 2025
Appropriation of land and unilateral undertaking in respect of the proposed developments at Car Park, Carnarvon Road, Clacton on Sea and at Victoria Street, Dovercourt	YES	Cabinet	27 June 2025
Career Track – Annual Update	YES	Cabinet	27 June 2025
CRP2 Ten_06 Healthy Homes Initiative – Initiating Property Dealing Procedure	YES	Assets & Community Safety Portfolio Holder	At any time
Urban Tree Challenge Fund	YES	Leisure & Public Realm Portfolio Holder	At any time

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