



# COMMUNITY LEADERSHIP OVERVIEW AND SCRUTINY COMMITTEE

AGENDA

<b>DATE:</b>	<b>Thursday, 15 January 2026</b>
<b>TIME:</b>	<b>7.30 pm</b>
<b>VENUE:</b>	<b>Committee Room, Town Hall, Station Road, Clacton-on-Sea, CO15 1SE</b>

**MEMBERSHIP:**

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

**Councillor Ferguson**  
**Councillor Griffiths**  
**Councillor Oxley**  
**Councillor Thompson**

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DATE OF PUBLICATION: Wednesday, 7 January 2026

## 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 - 16)**

To confirm and sign as a correct record, the minutes of the last meeting of the Committee, held on Monday, 17 November 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 Report of the Assistant Director (Corporate Policy and Support) - A.1 - Konectbus attendance at the Committee (Pages 17 - 22)**

The Stakeholder Engagement Lead will be attending the Committee as a representative of the Managing Director of Konectbus. Their presence will provide members of the Committee with the opportunity to make enquiries, seek clarification, and engage directly on matters relating to local transport and community and mainstream links.

### **6 Report of the Assistant Director (Sport, Culture and Health) - A.2 - Grant Funding (Pages 23 - 28)**

The report provides the Committee with an overview of grant funding opportunities available in the district, and update in respect of a future Council grant funding policy.

### **7 Report of the Assistant Director (Corporate Policy and Support) - A.3 - Chief Executive of NHS Mid and South Essex Integrated Care Board (ICB) Attendance at Committee Meeting (Pages 29 - 32)**

The Essex Integrated Care Board (ICB) will formally come into being on 1 April 2026. The Chief Executive Designate (Tom Abell) of the Essex Integrated Care Board (ICB) has been invited to attend the Committee's meeting. His presence will provide members of the Committee with the opportunity to make enquiries, seek clarification, and engage directly on matters relating to local health and care priorities.

### **8 Reference from the Council's Youth Provision of School Aged Children Task and Finish Group - A.4 - Final Report (Pages 33 - 40)**

To enable the Committee to consider the recommendations made to it as set out in the final report from the Council's Youth Provision of School Aged Children Task and Finish Group.

**9**      **Reference from the Council's Joint Working with Town and Parish Councils - A.5 - Update Report (Pages 41 - 50)**

To provide an update on the Task and Finish work to date in respect of Joint Working with Town and Parish Councils and to recommend that the workstream be extended and refocussed in the context of forthcoming Devolution and Local Government Reorganisation.

### **Date of the Next Scheduled Meeting**

*The next scheduled meeting of the Community Leadership Overview and Scrutiny Committee is to be held in the Town Hall, Station Road, Clacton-on-Sea, CO15 1SE at 7.30 pm on Tuesday, 10 March 2026.*

## **Information for Visitors**

### **FIRE EVACUATION PROCEDURE**

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# Public Document Pack Agenda Item 2

Community Leadership Overview and  
Scrutiny Committee

17 November 2025

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**MINUTES OF THE MEETING OF THE COMMUNITY LEADERSHIP OVERVIEW AND  
SCRUTINY COMMITTEE,  
HELD ON MONDAY, 17TH NOVEMBER, 2025 AT 7.30 PM  
IN THE COMMITTEE ROOM, TOWN HALL, STATION ROAD, CLACTON-ON-SEA,  
CO15 1SE**

<b>Present:</b>	Councillors Steady (Chairman), Barrett (Vice-Chairman), Alexander, Codling, Doyle, Griffiths and Oxley
<b>In Attendance:</b>	Lisa Hastings (Corporate Director (Law & Governance) & Monitoring Officer), Keith Simmons (Assistant Director (Corporate Policy & Support) & Deputy Monitoring Officer), Nikki Nepean (Elections & Member Support Manager), Katie Koppenaal (Democratic Services Officer) and Bethany Jones (Democratic Services Officer)

**19. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS**

Apologies for absence were received from Councillor Davidson, with no substitution appointed and Councillor Ferguson, for who Councillor Alexander was appointed as her substitute.

**20. MINUTES OF THE LAST MEETING**

It was unanimously **RESOLVED** that the minutes of the last meeting of the Committee held on Tuesday, 23 September 2025, be approved as a correct record and be signed by the Chairman.

**21. DECLARATIONS OF INTEREST**

Councillor Griffiths sought clarification as to whether Ward Councillors representing areas subject to the Community Governance Review, referenced in Minute 23 below, were required to declare an interest in that item. The Monitoring Officer confirmed that a formal declaration was not required in respect of that item.

Subsequently, there were no declarations of interest made by Councillors in relation to any item on the agenda for this meeting.

**22. QUESTIONS ON NOTICE PURSUANT TO COUNCIL PROCEDURE RULE 38**

No Questions on Notice pursuant to Council Procedure Rule 38 had been submitted by Members for this meeting.

**23. REPORT OF THE ASSISTANT DIRECTOR (CORPORATE POLICY AND SUPPORT) -  
A.1 - COMMUNITY GOVERNANCE REVIEW**

Members of the Committee were reminded of the approved terms of reference for the Community Governance Review of Clacton-on-Sea, Holland-on-Sea and Jaywick Sands and its implementation up until the point of the current meeting. Further to this, the Committee was advised of the outcome of the Phase I consultation exercise (Stage 2 in

the Terms of Reference Timeline) as part of that Review (including the expenditure that had been incurred to date). Taking account of that outcome, the Committee had been invited to approve the basis of the Phase II consultation (Stage 4 in the Timeline) around the creation of separate Parishes for the three separate communities within the review area. In preparation for the Phase II consultation, information had been sought from by the Essex Association of Local Councils around the base costs of possible Local Councils for the three separate areas and the outcome of discussions with the Ward Councillors had shaped the proposed boundaries for three Parishes to then be consulted upon.

It was reported that the Community Governance Review (CGR) for Clacton-on-Sea, Holland-on-Sea, and Jaywick Sands had begun on 1 July 2025, as a consequence of the publication of the Terms of Reference for that Review.

By way of chronology around governance for the CGR, the following provided a timeline:

- 21 October 2024 – Motion at Full Council seeking a report setting out the process for undertaking a CGR in the review area.
- 15 November 2024 – Report to, and approval from, Full Council for the CGR to be undertaken based on draft Terms of Reference, designation of the Community Leadership Overview and Scrutiny Committee as the oversight Committee for the CHR and authorisation of the Chief Executive to update the Terms of Reference and publish these on 1 July 2025.
- 20 December 2024 – Approval of funding of £48K by Cabinet to meeting the anticipated costs of the CGR (subject to a review being undertaken to ensure this would be sufficient).
- 17 June 2025 – Report to and decision of the Community Leadership Overview and Scrutiny Committee for the proposed commencement of the CGR and reference to the Cabinet in respect of an increase in the budget for the CGR to £68K. The Committee also approved a date for its review of the outcome of the first stage of consultation and preparation for the next phase. This was originally scheduled for 20 October and was, subsequently, rearranged to 17 November 2025.
- 27 June 2025 – Decision of Cabinet to accept the revised budget for the CGR and authorise expenditure of up to £68K on the CGR.
- 1 July 2025 – Formal decision of the Chief Executive to publish the Terms of Reference for the CGR and thereby commence the review process.

The Committee heard that through the review to the Council could determine whether new parish or town councils should be created for those areas, which, collectively, were currently the only unparished parts of the District. Together, they included around 30,000 properties, 44,000 registered voters and many other stakeholders (including voluntary and community organisations) in the review.

### **Consultation & Engagement**

It was reported that consultation and engagement with the general public and stakeholders had commenced on 1 July 2025. On this date the dedicated webpage had been launched on the Council's website. This domain had offered detailed information on the consultation and had provided the approved Terms of Reference. The web page had also provided links to consultation surveys for each of the three areas and had

provided details of public meetings to be held in each of the three areas covered by the review.

As part of the communications plan for the CGR, pull up banners had been produced providing a QR code specific to the area in which they had been placed. The QR code linked directly to the consultation pages and surveys. When the pull-up banners had been placed in the designated sites, there had also been leaflets and paper surveys about the CGR. In addition, each banner placement had a ballot box, with the intention of receiving completed consultation surveys. Those sites were:

- Sunspot Jaywick, Brooklands, Jaywick
- Holland-on-Sea Public Hall, Frinton Road, Holland-on-Sea
- Pier Avenue Council Office, Pier Avenue, Clacton-on-Sea
- Town Hall, Station Road, Clacton-on-Sea

Those locations had been checked on a weekly basis where submitted survey forms were collected and blank forms and leaflets replenished.

It was further reported that landscape banners advertising the CGR had been attached to railings in areas of high vehicular use in Holland-on-Sea, Clacton-on-Sea and Jaywick Sands. There had additionally been a banner displayed on the railings of the Town Hall in Clacton-on-Sea. Those banners held the same branding, CGR message and QR codes.

Members heard that press releases had been issued and a campaign on social media and local press began with regular advertising of the CGR emphasising the request for people to have their say. All communications had been branded to help reinforce recognition of the image and thus the consultation within communities. The media plan had continued through July, August and September with regular advertisements and pushes to maximise reach and responses.

Local shops and businesses in the review area had been approached to display leaflets and posters advertising the CGR and encouraging residents to have their say. Many premises had accepted the material and had displayed it during the Phase I consultation.

The Committee was informed that an email to 22,806 electors within the CGR area had been sent, which detailed the consultation, where to get further information and how to have their say. That had been followed by a letter to 30,000 households within the area. That contact followed the same basic format and content as the stakeholder communication.

As referenced in the CGR communications and web information on the CGR, four public meetings had been held during Phase I of the CGR consultation. Those meetings had been held as follows:

Date	Time	Location
Monday 28 July	6:30PM – 7:30PM	St Johns Church Hall, Great Clacton, St Johns Road, Clacton-on-Sea, CO15 4BP
Tuesday 29 July	6:30PM – 7:30PM	Sunspot, Business Centre, Jaywick

		Sands, Brooklands, Clacton-on-Sea, CO15 2JG
Wednesday 30 July	6:30PM – 7:30PM	Essex Hall, Town Hall, Station Road, CO15 1SE
Thursday 31 July	7:00PM – 8:00PM	Holland Public Hall, 137-139 Frinton Road, Holland-on-Sea, CO15 5UR

### Timeline

It was reported that the Terms of Reference for this Community Governance Review had referenced an original timeline. The Stage 3 process (consideration of the Phase I consultation) had required more time than originally envisaged and, on that basis, the Committee had been invited (in the recommendations to report A.1) to agree to a revised timeline.

### Financial Position

Members were informed that a budget of £68,000 had been allocated for the Community Governance Review. The costs incurred to date had been summarised below:

Newspaper Adverts/Online	£1,080.00
Letters to households	£22,446.95
Freepost postage charge	£2,426.60
Banner Signs	£455.00
Look Magazine	£504.00
Commissioned work with community groups	£4,825.00
Social media Paid for Posts	£178.75
Public Meetings/Miscellaneous costs	£113.98
<b>TOTAL (so far)</b>	<b>£33,030.28</b>

It was reported that on the basis that the phases of consultation had required the vast majority of costs to be incurred, and the Council had completed one of the two main phases of consultation, there had been good reason to believe that the costs of the review could be contained within the budget referred to. That had been dependent upon the second phase of the consultation mirroring the consultation and engagement approach from the first consultation, which had formed the basis of one of the recommendations to the Committee.

<b>Questions by Members:</b>	<b>Answers:</b>
Could you please provide further clarification regarding the “special expenses” associated with “Open Space, Playgrounds, and Recreation” costs incurred within the review area referred to in the report?	(Keith Simmons) Tendring District Council currently bears the cost of maintaining those public spaces within the designated unparished area, and such expenses would typically fall under the responsibility of a Parish Council. As such, these specific ‘special expenses’ were applied currently to Council Tax payers solely in the unparished area. In the event that these areas became parished, the associated District Council

	<p>maintenance costs would need to reflect the actual costs relevant for the new Parish/Parishes and so Council Tax amounts for those new Parishes would be different to now. In addition, there may be certain of these costs that could be the subject of asset transfers from the District Council and so could, again, lead to differences in Council Tax from now.</p>
<p>What would be the potential impacts of constructing the proposed 900 new homes within the designated area of West Clacton and Jaywick Sands in terms of the Community Governance Review? Specifically bearing in mind the number of Councillors allocated to that area.</p>	<p>(Keith Simmons) The Terms of Reference incorporate electorate projections through to 2029/30. Based on the most reliable guidance from the Council's planning department, anticipated growth is approximately 200 individuals. This projection has been carefully considered in relation to the overall number of Councillors. It underscores the importance of conducting periodic Community Governance Reviews, as the population within the area is expected to increase over time.</p>
<p>For the areas that appear not to receive delivery of Look Magazine, what methods were used to engage with those residents?</p>	<p>(Keith Simmons) To some extent, there is an element of differential coverage, which is why Phase I of the consultation employed a wide range of communication methods. We made a concerted effort to ensure broad coverage, including the use of extensive printed materials. We would take this issue into account in the Phase II consultation.</p>
<p>Given the geographical distance from Jaywick, would it have been more appropriate to include residents living at the top of Jaywick Lane and along St Johns Road within the Parish of Clacton-on-Sea, rather than within the Jaywick area?</p>	<p>(Keith Simmons) A range of options was carefully evaluated in relation to this matter. Feedback has been received from residents via the Ward Councillors, indicating a general preference for the proposed approach. However, it has been clearly communicated throughout these discussions that if residents express opposition without offering viable alternatives, the outcome may be that the area remains unparished.</p>
<p>Is there a nationally established framework for determining comparator-based costs? I am referring to significant differences in the number of electors, as well as in staffing costs and hours, between proposed parishes and</p>	<p>(Keith Simmons) No, there isn't a national indicator, which is why we are collaborating with the Essex Association of Local Councils. While we have not yet received the specific details, they are in the process of providing us with</p>

<p>some of the existing ones.</p>	<p>baseline cost estimates. It's important to note that each parish council operates differently, as they shape their services to meet the unique needs of their local communities.</p>
<p>What impact will the establishment of a unitary authority have on the process, or is that still unclear?</p>	<p>(Keith Simmons) There remains a significant degree of uncertainty regarding the financial outlook for the Council. This includes not knowing the detailed outcome of the UK Government's Fairer Funding Review. Until the review concludes, it is difficult to assess its implications for this Council (both in the immediate term and over the next two years) and the local provision of adult and child social services and highways.</p> <p>A key area of concern is the unknown impact of disaggregation costs, which could lead to varying levels of service demand across three to five potential unitary authorities. This variability makes it challenging to determine the appropriate level of council tax to be set, particularly in relation to critical services such as those adult and children's social care and highways maintenance.</p> <p>While some degree of alignment between the existing districts is anticipated, this process has yet to be fully realised.</p>
<p>Should the consultation prove successful, would there be scope to establish a shadow council comprising current councillors from the relevant areas?</p>	<p>(Keith Simmons) Subject to a positive outcome from the consultation, the Essex Association of Local Councils (EALC) has offered its support in helping to establish the necessary policies and services. Consideration will also be given to any potential roles for existing councillors in the period from any decision to establish new parishes to the point these parishes came into being. Interim Parish Council positions will be in place from 1 April up to new parish councillors being elected. The interim Parish Council could look at adopting interim policies and overseeing the appointment of an interim Parish</p>

	Council Clerk.
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It was moved by Councillor Griffiths, seconded by Councillor Codling and **RESOLVED** that the Committee:

- (a) notes the content of the report in so much as it reminds it of the approved terms of reference for the Community Governance Review of Clacton-on-Sea, Holland-on-Sea and Jaywick Sands and its implementation to this point;
- (b) notes the outcome of the Phase I consultation exercise (Stage 2) in the Terms of Reference Timeline) as part of that Review (including the expenditure occurred to date), comparator information around the base costs of Local Councils for the three separate areas and the outcome of discussions with the Ward Councillors that has shaped the proposed boundaries for the three possible Parishes;
- (c) approves the basis of the Phase II consultation for the Review around the draft recommendations set out and involving the creation of separate Parishes for the three communities utilising the same engagement approach as adopted in the Phase I consultation;
- (d) notes that further information has been commissioned from Essex Association of Local Councils in respect of Councillor numbers on the three possible new Parish Councils and indicative base costs for such Parish Councils and, together with Council Tax base information for the three areas concerned, this case be advised to consultees in the Phase II consultation and the level of Council Tax at Band D this would equate to, to fund those base costs; and
- (e) approves the revised timeline for the remaining elements of the Review as follows:

	<b>Original Timeline</b>	<b>Revised Timeline</b>
<b>Stage 3: Consideration of submissions received and draft Recommendations and prepared</b>	<b>October 2025</b>	<b>October - November 2025</b>
<b>Stage 4: Draft Recommendations are published – consultation on them</b>	<b>1 November 2025 – 31 January 2026</b>	<b>1 December 2025 – 28 February 2026</b>
<b>Stage 5: Consideration of submissions received, and Final Recommendations are prepared and published; interested parties informed</b>	<b>February 2026</b>	<b>March 2026</b>
<b>Recommendation and draft Order submitted to Council</b>	<b>March 2026</b>	<b>April 2026 (or May 2026 if the Council Meeting was itself changed)</b>
<b>Application of Decision and reasoning and interested parties informed. Copy of</b>	<b>As soon as practicable thereafter</b>	<b>As soon as practicable thereafter</b>

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<b>Order with map(s) placed on deposit and notification as required.</b>		
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**24. REPORT OF THE ASSISTANT DIRECTOR (CORPORATE POLICY AND SUPPORT) - A.2 - WORK PROGRAMME - INCLUDING MONITORING OF PREVIOUS RECOMMENDATIONS AND SUMMARY OF FORTHCOMING DECISIONS**

Members had before them its approved Work Programme for 2025/26, feedback to the Committee on the decisions in respect of previous recommendations from the Committee in respect of enquiries undertaken and a list of forthcoming decisions for which public notice had been given.

Members had been invited to reappoint its existing Task and Finish Groups, whilst also considering consolidating these into a single, unified Task and Finish Group.

The Committee's Work Programme for 2025/26, as approved by Full Council at its meeting held on 14 August 2025, included the continuation of the work of the "Joint Working with Town and Parish Councils" Task and Finish Group and the "Provision of out of School Organised Activities and Events" Task and Finish Group. That Work Programme had set out an aspiration for the final report of those Task and Finish Working Groups to be submitted to the Community Leadership Overview and Scrutiny Committee at its meeting in December 2025. To facilitate this, Members were advised that the membership of those Task and Finish Working Groups had been required to be determined at this meeting.

A list of the nominations for each of the Task and Finish Groups had been circulated as follows:

Joint Working with Town and Parish Councils

- Councillor Steady
- Councillor Ferguson
- Councillor Sudra

Provision of out of School Organised Activities and Events

- Councillor Barrett
- Councillor Oxley

It was reported that following the last meeting of the Community Leadership Overview and Scrutiny Committee, held on 23 September 2025, it had been agreed that the Crime and Disorder (Familial Violence/Abuse) Task and Finish Group would not be reappointed and that any further matters relating to such matters would be reported directly to the Committee.

Members were reminded that it had been previously proposed that, considering the limited number of nominations, a single Task and Finish Group be established. That group would allocate dedicated time periods to conduct enquiries and draw its membership from the volunteers listed above.

The Committee was informed that Officers had recently convened with colleagues from Thanet District Council to discuss their ADSO award-nominated initiative focussed on strengthening engagement with the local college and facilitating the recruitment of T-Level students into the Democratic Services Team. The collaborative effort had aimed to enhance educational partnerships and support early career pathways into Local Government. A summary of the meeting outcomes had been provided as Appendix D to the main report (A.2).

It was reported that there had been discussions between Officers and the new Integrated Care Board (ICB) as well as KonectBuses to explore the opportunity of senior staff from each service attending the Community Leadership Overview and Scrutiny Committee in January 2026.

It was moved by Councillor Oxley, seconded by Councillor Griffiths and unanimously **RESOLVED** that the Committee:-

- (a) notes its approved Work Programme for 2025/26 (Appendix A) together with the feedback to the Committee on the Executive's decisions made in respect of previous Committee recommendations (Appendix B), and the list of forthcoming decisions (Appendix C);
- (b) notes the remaining contents of the report including the informal notes of an Officers' meeting with Thanet District Council regarding an insight into their T-Level programme;
- (c) authorises the Assistant Director Corporate Policy and Support, in consultation with the Committee's Chairman, to determine means for pursuing the enquiries to be allocated to Task and Finish Groups, and to appoint to Task and Finish Groups and to make arrangements for the Task and Finish Groups so established to meet; and
- (d) notes the prospective opportunities detailed by officers in relation to the attendance of staff from the new Integrated Care Board and KonectBuses at its January 2026 meeting.

The meeting was declared closed at 8.38 pm

**Chairman**

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## COMMUNITY LEADERSHIP OVERVIEW AND SCRUTINY COMMITTEE

15 JANUARY 2026

### REPORT OF ASSISTANT DIRECTOR (CORPORATE POLICY AND SUPPORT)

#### A.1 KONECTBUS AT COMMITTEE MEETING

##### **PURPOSE OF THE INQUIRY**

The Stakeholder Engagement Lead will be attending the Committee as a representative of the Managing Director of Konectbus. Their presence will provide members of the Committee with the opportunity to make enquiries, seek clarification, and engage directly on matters relating to local transport and community and mainstream links.

##### **SCOPE - THE AIMS AND OBJECTIVES OF THE REPORT**

To enable the Committee to undertake appropriate questioning of Konectbus' representative and, following its deliberations, to determine and record any recommendations it considers necessary.

##### **INVITEES**

Charlie Poulter – Stakeholder Engagement Lead, Transport Made Simple

Portfolio Holder for Partnerships

##### **BACKGROUND**

A representative for Konectbus, to be formed with effect from 1 April 2026, has been invited to understand the key transport issues in our area and how we can work together as Transport Matters develops sufficient links for our residents. This will include a focus on what matters to residents and how we can deliver improvements in relation to public transport.

##### **RELEVANT CORPORATE PLAN THEME/ANNUAL CABINET PRIORITY**

- **Pride in our area and services to residents**
- **Working with Partners to improve quality of life**
- **Championing out local environment**
- **Raising aspirations and creating opportunities**

##### **DESIRED OUTCOME OF THE CONSIDERATION OF THIS INQUIRY**

To enable the Committee to undertake appropriate questioning of Konectbus' representative and, following its deliberations, to determine and record any recommendations it considers necessary.

##### **DETAILED INFORMATION**

Transport Made Simple published an article on 22 September 2025 regarding their acquisition of Go East Anglia:

*“Transport Made Simple, an independently owned provider of passenger transport services, has reached an agreement with the Go-Ahead Group to acquire its Go East Anglia business. The transaction is expected to be completed by October 1, 2025. Go East Anglia operators Konectbus and Konectbuses will join Transport Made Simple’s existing operations, which operate under the Central Connect, Flagfinders and Simonds brands.*

*The acquisition will see Transport Made Simple’s fleet increase in size, to 380 buses, coaches and minibuses, with a headcount of 800 team members. The Go East Anglia local bus network complements existing Transport Made Simple operations, and combining the two networks will open up additional opportunities for passengers to travel by public transport across Norfolk, Suffolk, and Essex.*

*Matt Carney, CEO, Go-Ahead Bus said, “We’re confident that Transport Made Simple will be great new owners for Go East Anglia. Bringing together Go East Anglia’s network with Transport Made Simple’s existing operations will create a stronger local presence, supporting future growth in services and connectivity for passengers and the community. We’re grateful to all our colleagues at Go East Anglia for their hard work and commitment over the years and wish them every success for the future.”*

To assist Members of the Committee to prepare for the meeting, attached at Appendix A is a copy of the Reference Report from the Committee to Cabinet’s meeting of 24 May 2024 following the earlier enquiry “Scrutiny of the Mainstream and Community Transport Links in the District.”

#### **RECOMMENDATION**

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

#### **PREVIOUS RELEVANT DECISIONS**

On its meeting held on 24 May 2024 Cabinet:

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

#### **BACKGROUND PAPERS AND PUBLISHED REFERENCE MATERIAL**

**Final Report of the Mainstream and Community Transport Task and Finish Group - <https://tdcdemocracy.tendringdc.gov.uk/documents/s67455/A12%20Appendix%201.pdf>**

#### **APPENDICES**

Appendix A – Reference Report from the Community Leadership Overview and Scrutiny Committee to Cabinet – 24 May 2024 – Scrutiny of the Mainstream and Community Transport Links in the District

#### **REPORT/INQUIRY CONTACT OFFICER(S)**

**Name**

**Katie Koppenaar**

<b>Job Title</b>	<b>Democratic Services Officer</b>
<b>Email/Telephone</b>	<a href="mailto:kkoppenaal@tendringdc.gov.uk">kkoppenaal@tendringdc.gov.uk</a> <b>01255 686585</b>

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## CABINET

24 MAY 2024

### REFERENCE REPORT FROM THE COMMUNITY LEADERSHIP OVERVIEW & SCRUTINY COMMITTEE

#### **A.12 SCRUTINY OF MAINSTREAM AND COMMUNITY TRANSPORT PROVISION IN THE DISTRICT**

(Report prepared by Keith Durran)

##### **BACKGROUND**

The Community Leadership Overview and Scrutiny Committee (“the Committee”) at its meeting held on 23 April 2024, considered a final report from its Mainstream and Community Transport Provision Task and Finish Group, which had been submitted following that Group’s conclusion of its enquiry concerning Transport. The Committee had been provided, as the material for them to consider, the final Mainstream and Community Transport Provision Task & Finish Group following its enquiry concerning Transport. The report is attached as Appendix 1.

##### **COMMUNITY LEADERSHIP OVERVIEW & SCRUTINY COMMITTEE’S RECOMMENDATION(S) TO CABINET**

###### **RECOMMENDED TO CABINET:**

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

### **PORTFOLIO HOLDER COMMENT(S) AND RECOMMENDATION(S) TO CABINET**

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

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

#### **RECOMMENDATIONS TO CABINET:**

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

## COMMUNITY LEADERSHIP OVERVIEW AND SCRUTINY COMMITTEE

15 JANUARY 2026

### REPORT OF ASSISTANT DIRECTOR SPORT, CULTURE AND HEALTH

- A.2 To consider grant funding by the Council and others and its appropriateness given the needs of the District including where the Grants Policy is at and the progress made with adopting the Committee's recommendations.**

#### **PURPOSE OF THE REPORT**

To provide the Committee with an overview of grant funding opportunities available in the district, and update in respect of a future Council grant funding policy.

#### **SCOPE - THE AIMS AND OBJECTIVES OF THE REPORT**

To consider the management of grant funding by the Council and others and its appropriateness given the needs of the District, including where the Grants Policy is at and the progress made with the adoption of the Committee's Recommendations

#### **INVITEES**

Portfolio Holder, Partnerships

Corporate Director (Finance & IT)

Corporate Director (Place & Wellbeing)

#### **BACKGROUND**

Cabinet approved an external funding review at their meeting on 20 September 2024 which reviewed the Council's funding of external organisations and provided for a protocol to follow for allocating funding.

As part of the recommendations an external funding policy was required to be written and a policy is in the process of being developed for adoption for use across the Council, which will be used in the management of future funds.

The proposed draft External Funding Policy will be approved by the Leader of the Council as Finance and Governance Portfolio Holder and will also be presented to a future Audit Committee for their support and assurance on the governance process.

The initial external funding review and subsequent draft policy will apply across all areas of the Council allocating grant funding and seeks to complement the provisions of the Constitution, which cover allocation of funding which must always be followed.

This report responds to the approved work programme for Community Leadership Overview and Scrutiny Committee.

In terms of any budget proposals which may include allocation of any external funding these have not yet been considered by Cabinet for 2026/27 and so are not included here.

**RELEVANT CORPORATE PLAN THEME/ANNUAL CABINET PRIORITY**

The appropriate allocation of grant funding meets the Corporate Plan Key Theme of "Financial Sustainability and Openness: To continue to deliver effective services and get things done we must look after the public purse; that means carefully planning what we do, managing capacity, and prioritising what we focus our time, money and assets on. Tough decisions will not be shied away from, but will be taken transparently, be well-informed, and based upon engagement with our residents. We will give clarity on where the Council spends the money it is provided with.

**DESIRED OUTCOME OF THE CONSIDERATION OF THIS ITEM**

To inform the Committee about the allocation of funding and progress with the proposed Policy.

**DETAILED INFORMATION**

The Council receives funding from and provides funding to a wide variety of external partners and the proposed External Funding Policy will primarily be focussed on how the Council provides funding in the community as opposed to for example allocating funding to a major contracted service for which there are specific governance procedures.

Funding for distribution as grants is received from a wide variety of partners such as the Government, health partners and statutory bodies. In addition the Council allocates funding from its own resources to deliver work in accordance with strategic priorities. This may be directed to organisations, for example within the community and voluntary sector, but can also be allocated to businesses or even assist in delivering some of the core projects the Council wishes to invest in, for example the current shop front grant scheme which is enhancing town centres.

The amount of funding allocated varies from year to year depending on Council resources, or those of partners. For example the Council has previously allocated funding to a Tendring Community Fund scheme which is no longer in operation or funding from partners, such as those in health varies over time.

It is therefore not possible to identify a set of schemes which should be supported over time as particular activities, recipients and need varies over time. However it is important to have clear parameters for allocating funding to ensure there is a consistent approach in line with the Council's priorities set out in the Corporate Plan. In addition this will assist in developing a transparent allocation of resources which is achieved in an equitable way.

An initial External Funding High Level Framework was produced and approved by Cabinet in September 2024 which was to be followed by an External Funding Policy. The draft Policy is being developed and is based around the High Level Framework as no adverse comments were received in terms of the use of that Framework.

**Grant Funding**

The Council allocates a variety of funding opportunities through a grants based process.

Grants will routinely follow an open call process which allows for a variety of bidders to apply and therefore will ensure it is in accordance with the Subsidy Control Act 2022 as economic advantage is not provided to one enterprise.

Allocation of funding includes the UK Shared Prosperity Fund as a recent example, which this year has been used widely and has included business support, shop front grants,

leisure grants and also funded some new internal posts to support corporate priorities that deliver benefit to the community.

A public health funding scheme is being developed which will align with the Health and Wellbeing Strategy and Sport and Activity Strategy and is proposed to support communities across the district.

Wider schemes include the allocation of funding to specific projects such as the Mental Health Hub which is delivered by Citizen's Advice Tendring and is funded in conjunction with the Integrated Care Board, the Police, Fire and Crime Commissioner and Essex County Council Public Health.

A procurement process has been undertaken for a provider to deliver advice and information for residents facing challenges which are often multiple in nature. This is being undertaken by Citizen's Advice Tendring and the contract is for an initial three year period.

Funding has also been provided alongside others to the Community Rail Partnership and the Harwich to Shotley foot ferry.

The Council has utilised health funding to deliver a number of projects including supporting voluntary sector partners, delivering work around Family Solutions and supporting families in need and to help address fuel poverty.

Police Fire and Crime Commissioner funding has also been used to address key concerns of the Community Safety Partnership and been utilised to support improved CCTV.

Funding is also allocated through discretionary rate relief, housing improvement through disabled facilities grants and support for addressing homelessness and rough sleeping and to address the quality of housing in Jaywick.

### **District Needs**

The latest figures for the Index of Multiple Deprivation were released at the end of October and identified that Tendring is still facing significant challenges and in some cases a worsening, for example in central Clacton.

Poor mental health and its increasing prevalence is a significant contributor to poor health outcomes across Tendring and although there is a welcome reduction in the suicide rate it is still stubbornly high.

A significant contributor to poor mental health are high levels of social isolation and loneliness which whilst featuring strongly in the older generation is now increasingly impacting younger people.

Many families are facing multiple challenges which is requiring a more aligned response to be able to address all the challenges simultaneously.

There are significant issues with housing across the district which has a direct impact on health for example in relation to excessive damp and cold.

There are challenges in the area in relation to skills and attainment in young people with a major concern around school attendance.

In addition the district has high levels of obesity and correspondingly lower levels of

physical activity.

Factors such as housing, skills and employment, physical activity and social isolation, commonly referred to as the wider determinants of health, are the underlying drivers and causes of poor health.

The Council's Corporate Plan points to these as the Council seeks to work with partners to address issues around health or provide opportunity in relation to raising aspiration and creating opportunity or addressing issues around housing and the environment.

The funding the Council is allocating is in line with seeking to address these wider determinants and work in a partnership approach for example in relation to health partners who have provided significant funding, or the Police Fire and Crime Commissioner in terms of community safety or with Government who have provided funding to deliver work to support communities.

### **Draft External Funding Policy**

The proposed Policy is to be approved by the Leader of the Council as Finance and Governance Portfolio Holder.

Key concepts to be included in the proposed Policy will include linking allocation of funding to the Council's priorities as set out in the Corporate Plan. Through the community leadership role this is proposed to help develop resilience in our communities and support local people, organisations and businesses who can assist in developing our communities.

The Policy will aim to deliver a consistent approach in receipt and provision of funding so as to support our community and area.

It is proposed that the Policy will seek to target need in the area, utilising a transparent and equitable process and seeking to support those people, organisations and businesses which are sustainable and resilient to ensure ongoing delivery.

Ensuring appropriate processes are in place is critical, ensuring compliance with the Council's Constitution and that any funding the Council receives is spent in accordance with any criteria given with the funding.

Any funding the Council gives out will also need to be in accordance with criteria and funding conditions provided and these will need to be monitored against to ensure effective use of funding. It is also proposed that the draft Policy will require that there are appropriate claw back provisions if there is not suitable delivery.

It is also proposed that the draft policy will describe the application process and assessment of those applications and highlight the need to comply with the Subsidy Control Act 2022.

#### Timeline for Adoption

January 2026: First draft of the Policy completed

March 2026: Final Draft Completed and Policy Published

### **Committee Recommendations**

The Community Leadership Overview and Scrutiny Meeting of 11 January 2025 reviewed grant funding and recommended the setting up of a task and finish group to consider

grants.

No task and finish group was set up because the reviewing of grants was subsequently undertaken by Cabinet.

#### RECOMMENDATION

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

#### PREVIOUS RELEVANT DECISIONS

Grant Funding considered by Community Leadership Overview and Scrutiny pages [Minutes Template 2-8](#)

Grant Funding Review considered by Cabinet 19 April 2024 [\(Public Pack\)Agenda Document for Cabinet, 19/04/2024 10:30](#) pages 119-132

External Funding Review considered by 20 Cabinet September 2024 [\(Public Pack\)Agenda Document for Cabinet, 20/09/2024 10:30](#) pages 673-688

#### BACKGROUND PAPERS AND PUBLISHED REFERENCE MATERIAL

None

#### APPENDICES

None

#### REPORT CONTACT OFFICER(S)

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## COMMUNITY LEADERSHIP OVERVIEW AND SCRUTINY COMMITTEE

15 JANUARY 2026

### REPORT OF ASSISTANT DIRECTOR (CORPORATE POLICY & SUPPORT)

#### A.3 ESSEX INTEGRATED CARE BOARD (ICB) CHIEF EXECUTIVE DESIGNATE ATTENDANCE AT THE COMMITTEE MEETING

##### **PURPOSE OF THE INQUIRY**

The Essex Integrated Care Board (ICB) will formally come into being on 1 April 2026. The Chief Executive Designate (Tom Abell) of the Essex Integrated Care Board (ICB) has been invited to attend the Committee's meeting. His presence will provide members of the Committee with the opportunity to make enquiries, seek clarification, and engage directly on matters relating to local health and care priorities.

##### **SCOPE - THE AIMS AND OBJECTIVES OF THE INQUIRY**

To enable the Committee to undertake appropriate questioning of the Chief Executive of Essex ICB and, following its deliberations, to determine and record any recommendations it considers necessary.

##### **INVITEES**

Tom Abell – Chief Executive of Mid and South Essex Integrated Care System and the Chair Designate of the proposed Essex ICB from 1 April 2026

Portfolio Holder for Partnerships

##### **BACKGROUND**

The Chief Executive Designate of the Essex Integrated Care Board, which is to be formed with effect from 1 April 2026, has been invited to attend the meeting to aid his understanding of the key issues in our District and how we can work together as the new ICB develops to effectively support our residents. This will include a focus on what matters to residents and how we can deliver improvements in relation to their health and the opportunity to work together around the drivers of poor health outcomes such as housing and employment opportunity so as to deliver a truly preventative approach to poor health.

##### **RELEVANT CORPORATE PLAN THEME/ANNUAL CABINET PRIORITY**

- Pride in our area and services to residents
- Working with Partners to improve quality of life

##### **DESIRED OUTCOME OF THE CONSIDERATION OF THIS INQUIRY**

To enable the Committee to undertake appropriate questioning of the Chief Executive of proposed new Essex ICB and, following its deliberations, to determine and record any recommendations it considers necessary.

##### **DETAILED INFORMATION**

Delivery

On 30 September 2025, NHS Mid and South Essex published the following text as part of a news article detailing appointment of the Chief Executive of the new Essex Integrated Care Board:

*“Local healthcare leader Tom Abell has been appointed as Chief Executive Designate of the new Essex Integrated Care Board (ICB) cluster.*

*The formation of a new Essex ICB cluster will see a single body responsible for the strategic commissioning of NHS services for the county.*

*I am delighted to be taking on the leadership of the new Essex ICB at this pivotal time. This development presents a unique opportunity for Essex to shape a truly local and practical approach to integrated care—one that reflects the needs and aspirations of the communities we serve. From my experience in working with partners across our healthcare system and beyond, I know that our ability to make a meaningful difference depends on the strength of our partnerships. As we move forward, deepening these relationships will be central to how we work.” – Tom Abell, speaking on his announcement.*

*The new Essex ICB cluster will operate in shadow form in the coming months and will formally replace the current three ICBs which cover Essex from 1 April 2026.*

*“I’m delighted to confirm the appointment of Tom Abell as Chief Executive. He brings a wealth of experience of health service leadership to the benefit of patients across the ICB area and wider region. This appointment will play a pivotal role in helping us deliver the bold and ambitious 10 Year Health Plan here in the East of England.” - Clare Panniker, regional director for NHS England in the East of England.*

*The development of a single ICB for Essex follows national policy direction. The change will simplify care commissioning and delivery across the county, enabling a sharper focus on prevention, early intervention, and reducing health inequalities.*

*Building on existing place-based partnerships will be key to achieving these goals and ensuring that services are designed around the needs of local people.*

*Tom Abell, who has served as Chief Executive of NHS Mid and South Essex for the past year, brings a deep understanding of the value of strong, collaborative relationships across the NHS, local government, the voluntary sector, and other partners. Under his leadership, the new Essex ICB will focus on strengthening these connections to improve health outcomes and reduce inequalities.”*

### **Impact on the public**

The reorganisation of the Integrated Care Board (ICB) is intended to strengthen the coordination and delivery of health and care services across Essex. For the local public, this means a clearer structure for decision-making, improved accountability, and a more consistent approach to addressing community health needs. By streamlining governance and enhancing collaboration with local authorities and partners, the reorganised ICB aims to ensure that services are more responsive, equitable, and better aligned to the priorities of residents.

### **RECOMMENDATION**

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

**PREVIOUS RELEVANT DECISIONS**

N/A

**BACKGROUND PAPERS AND PUBLISHED REFERENCE MATERIAL**

[NHS England » Implementing integrated care board mergers and boundary changes to take effect in April 2026 and 2027](#)

**APPENDICES**

None

**REPORT/INQUIRY CONTACT OFFICER(S)**

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## COMMUNITY LEADERSHIP OVERVIEW AND SCRUTINY COMMITTEE

15 JANUARY 2026

### REFERENCE FROM THE COUNCIL'S YOUTH PROVISION OF SCHOOL AGED CHILDREN TASK AND FINISH WORKING GROUP

#### **A.4 FINAL REPORT - YOUTH PROVISION OF SCHOOL AGED CHILDREN TASK AND FINISH WORKING GROUP**

(Report prepared by Ian Ford)

##### **PURPOSE OF THE REPORT**

To enable the Committee to consider the recommendations made to it as set out in the final report from the Council's Youth Provision of School Aged Children Task and Finish Working Group.

##### **EXECUTIVE SUMMARY**

The Task and Finish Group examined the extent of information for youth provision of school age children outside of that school/educational establishment and the opportunity for that provision to be adjusted/supported with improvements for mental health and reduced prosperity anti-social behaviour.

There were two meetings of the Task and Finish Group between February and November 2025. The Group's final report is set out at Appendix A.

##### **RECOMMENDATION**

**That, subject to the Committee's consideration of the final report of the Council's Youth Provision of School Aged Children Task and Finish Group (as set out at Appendix A to this report), the Committee's recommendations to Cabinet on this matter be determined.**

##### **BACKGROUND PAPERS**

None.

##### **APPENDICES**

Appendix A – final report from the Council's Youth Provision of School Aged Children Task and Finish Group

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# **Final Report of the Youth Provision of School Aged Children Task and Finish Working Group**

## **FOLLOWING ITS INQUIRY INTO:**

To examine the extent of information available regarding youth provision of 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 anti-social behaviour.

**DATE: 3rd December 2025**

### **TERMS OF REFERENCE OF THE TASK & FINISH WORKING GROUP**

To examine the extent of information youth provision of 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.

### **THE AIMS AND OBJECTIVES OF THE INQUIRY**

With reference to the Terms of Reference above, this Task & Finish Group supports the Corporate Plan themes of:-

- Championing our local environment
- Pride in our area and services to residents
- Working with partners to improve quality of life
- Raising aspirations and creating opportunities

This work also supports the Council's Sport and Activity Strategy (agreed in Sept 2024), and Health and Wellbeing Strategy (agreed Sept 2025), with the shared vision of improving health outcomes for residents and extending opportunities for wellbeing.

#### **Objectives:-**

The focus of the Task & Finish group work was agreed:-

**To consider the options to provide/ share up-to-date information on out of school activities for children and young people/families across the district, to support improvements for mental health and reductions in anti-social behaviour.**

### **MEMBERSHIP OF THE TASK & FINISH WORKING GROUP**

- Cllr Terry Barrett (Chair)
- Cllr Andrea Cossens
- Cllr Bill Davidson
- Cllr Jo Henderson
- Cllr Ann Oxley

### **OFFICER SUPPORT FOR THE TASK & FINISH WORKING GROUP**

Mike Carran, Assistant Director, Sport, Culture & Health  
Rebecca Morton, Executive Projects Manager, Sport, Culture & Health  
Charlie Colson, Community Sport & Activity Manager, Sport, Culture & Health

### **INVITEES AND PARTICIPANTS**

N/A

### **EXPECTED OUTCOME(S) OF THE INQUIRY**

To consider a number of options to provide information and the promotion of out of school activities for children and young people across the District.

### **ACTUAL OUTCOME(S) OF THE INQUIRY**

As above

## RECOMMENDATION(S)

- 1) To provide a platform for children and young people to access information about activity which is taking place in their community,
- 2) To support this recommendation, it is proposed to develop the existing Active Essex, 'Find your Active' database, to enhance the information available to local communities when searching for local activities for children and young people.
- 3) Once updated, the 'Find Your Active' database to be promoted through the Community Sports Partnerships section of the developing 'Active Tendring' website.

Funding for this work is subject to agreement by Cabinet in a separate report (due January 2026), which provides an update on progress on the implementation of the Sport and Activity Strategy, and seeks agreement to a number of budget allocations including development of the 'Find Your Active' webpage.

## CHRONOLOGY

### Dates of the T & F Group Meetings:

- 13 February 2025
- 18 November 2025

## DETAILED FINDINGS OF THE INQUIRY

At the meetings of the Task and Finish group, the following options for the provision of information regarding out of school activities for C&YP were identified:-

- **Utilising TDC's website** - providing the platform for this information – the development of a new C&YP activity webpage.

As part of a separate project, Tendring Leisure's proposed website update was forecast at cost of approximately £25,000 to include an activity finder of local sport and activity sessions. This did not progress due to the cost implications and existing online infrastructure for a sports and activity finder with Active Essex (Find Your Active, see further information below). It had been recognised previously by the Council that commissioning a new platform directly, when one already exists would be counter-productive and significantly more expensive.

- **'Active Tendring'** – involves the Council's Sports & Leisure Services Team working with strategic partners to commission and deliver sports and physical activity programmes/campaigns. Tendring Leisure's website hosts an Active Tendring 'Community Sports Partnerships' webpage to signpost and refer the latest sports and activity projects happening in the district. The work is currently in progress and could include providing further information on local activity for children and young people in the form of a link to the Active Essex, 'Find Your Active' webpage (details below).
- **Active Essex, 'Find Your Active'** – Active Essex is the Sports Development Department commissioned by Essex County Council. A current intervention to prescribe activity involves the 'Find Your Active' webpage. This operates as a digital

noticeboard that publishes activities in Essex onto one webpage, where filters can be applied to localise all sessions available to C&YP in Tendring.

Website: [Activity Finder | Active Essex](#)

- As this platform is currently sparsely populated and does not allow for residents to search by town or ward boundary, a small investment of £3,599 from the Sport and Activity Budget to support this initiative will enable the development of improved functionality. This will be the most efficient platform to achieve this objective and will involve providing this allocation to 'PLAYED Ltd' who already host the site on behalf of Active Essex. This money will also include development of advanced web traffic analysis to demonstrate the level of engagement and demand of activity sessions posted online.

Supporting TDC's Sport & Activity Strategy 2024 – 2028, (Decision - Cabinet Members' Items - Report of the Leisure and Public Realm Portfolio Holder - A.6 - Sport and Activity Strategy for Tendring). the strategic partnership between Active Tendring and Active Essex aims to share a single platform to publish all activities onto one site.

This will be an efficient platform to make local provision in Tendring searchable online.

An important consideration is the strategic commitments above in relation to the development of 'Find Your Active' are proposed, and due to be considered in a separate report to Cabinet in January 2026.

During spring/summer of 2025, work was undertaken by a TDC Officer to map/identify current C&YP activities across the district and whilst this will require ongoing review/updating, it can be utilised as part of the data upload to the agreed site/webpage.

## **FINANCIAL**

### Sport and Activity Strategy Budget

Through the approved Sport and Activity Strategy, Cabinet allocated £122,000 to a designated budget towards the action plan. £3,599 of this has been identified towards developing the Tendring activity information provided on the 'Find Your Active' platform.

## **RESOURCES**

Additional staff resources to support this work to develop district wide activity information including the ongoing maintenance of it are yet to be identified.

A dedicated staffing resource would be preferential to ensure the platform is well populated and remains up to date. The Committee requested that consideration could be given to tasking an apprentice with this work.

Subject to future Cabinet approval, Sport England are minded to fund new Active Wellbeing Activator roles, to support a wider Active Wellbeing programme of activity in the district. The total budget for this programme is just over £100,000 and a proportion of this will fund two part time roles.

## **LEGAL**

A funding agreement is in place with Active Essex, who have drawn the funding down from Sport England. The condition of the grant requires that delivery partners have a constitution, equal opportunities statement, safeguarding, relevant training and experience,

appropriate DBS cover in place, insurance, compliance with GDPR and risk management.

As part of the funding agreement the outputs and outcome from each project are agreed between TDC and Active Essex. The funding agreement also requires appropriate monitoring and evaluation processes are in place, (on a quarterly basis and when the project finishes).

### **IMPACT ON THE PUBLIC**

The development of information on C&YP out of school activities supports and actions the feedback provided by the local community (as part of the consultation on the Sport and Activity Strategy).

It will enhance the current information available across the District and provide a hyper local search facility for finding activities.

An increased awareness of the opportunities/activities available within a local area should increase participation levels.

Increase levels of participation in out of school activities will support children and young people's mental health and wellbeing as well as the reduction in incidents of anti-social behaviour across the district.

### **BACKGROUND PAPERS AND PUBLISHED REFERENCE MATERIAL**

**Sport and Activity Strategy for Tendring (2024-2028) - Decision - Cabinet Members' Items - Report of the Leisure and Public Realm Portfolio Holder - A.6 - Sport and Activity Strategy for Tendring**

### **APPENDICES**

None

### **REPORT CONTACT OFFICER(S)**

<b>Name</b>	Mike Carran, Assistant Director, Sport, Culture & Health  Charlie Colston, Sport & Activity Manager  Rebecca Morton, Executive Projects Manager
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## COMMUNITY LEADERSHIP OVERVIEW AND SCRUTINY COMMITTEE

15 JANUARY 2026

### REPORT OF THE CORPORATE DIRECTOR – PLANNING AND COMMUNITY

#### A.5 Reference from the Council’s Task and Finish Group on Joint Working with Town and Parish Councils – Update Report

##### **PURPOSE OF THE REPORT/INQUIRY**

To provide an update on the Task and Finish work to date in respect of Joint Working with Town and Parish Councils and to recommend that the workstream be extended and refocussed in the context of forthcoming Devolution and Local Government Reorganisation.

##### **SCOPE - THE AIMS AND OBJECTIVES OF THE REPORT**

The scope of this task and finish working group had originally been to look at opportunities for mutually beneficial collaboration between Tendring District Council and Town and Parish Councils within the district. However, shortly after the group had its inaugural meeting on 18 November 2024 (the only meeting held to date), there was the publication of the English Devolution White paper and announcements in respect of Devolution and Local Government Reorganisation (LGR) in Greater Essex as well as major changes in national planning policy.

These resulted in significant attention from Members and Officers being diverted onto understanding the potential implications for Tendring and in resources being focussed on considering and providing input into the business case submissions in respect of LGR and engaging Town and Parish Councils in early discussions, particularly around the potential implications for growth in the Local Plan as well as future governance arrangements and stewardship of assets.

Whilst there were agreed actions from the inaugural meeting on 18 November 2024 (as set out in this report and the attached minutes), they were not progressed as intended at the time for the reasons above; and so it is recommended that the timeframe for the Task and Finish workstream be extended for a six month period to July 2026; that the inquiry is refocussed on positive joint working with Town and Parish Councils in the context of forthcoming Devolution and LGR; and the group reflects on some of the constructive and collaborative work that has taken place in the last year, including respect of engagement on the Local Plan and exploring the implications and opportunities around assets.

## **INVITEES**

The working group has, to date, only met once – on 18<sup>th</sup> November 2024 at which the attendees were TDC's Cllr. Graham Steady (chairman), Cllr. Dan Casey, Cllr. Jayne Chapman BEM and invitees the Chairman and Vice Chairman of the Tendring Association of Local Councils (TDALC), Cllrs. Frank Belgrove and Danny Botterell; with Gary Guiver and Ian Ford providing Officer support. The minutes of that meeting are attached as an appendix. The actions from that inaugural meeting included extending a future invite to TDC's Monitoring Officer to discuss governance matters relating to Parish and Town Councils.

## **BACKGROUND**

The task and finish working group was originally set up to inquire into and explore opportunities for mutually beneficial collaboration between Tendring District Council and Town and Parish Councils. The inaugural meeting was held on 18 November 2024 and the minutes are attached as an appendix. However, that was the only meeting of the working group because shortly after that meeting, there was both the publication of the English Devolution White Paper (December 2024) and announcements in respect of Devolution and Local Government Reorganisation (LGR) in Greater Essex (February 2025) as well as significant changes in national planning policy (namely the introduction of mandatory housebuilding targets for all Councils in December 2024).

Whilst the discussion in that first meeting of the working group was constructive with some agreed actions points, the entire landscape in respect of the future of Local Government changed quickly and significantly in the subsequent weeks and months and a second meeting of the group has yet to take place.

Most notably, Greater Essex is part of the priority programme for Devolution and LGR with the setting up of a Mayoral Combined County Authority (MCCA) with Mayoral Elections (now) expected in May 2028 alongside LGR that will result in Tendring District Council and other Essex authorities (including Essex County Council) being replaced with a small number of unitary authorities come April 2028 covering a wider geography – and options for three, four or five unitary authorities under consideration by the Government – with an announcement on the proposed configuration of the future authorities expected in the Spring of this year.

This changing landscape, alongside the changes in national policy, has resulted in attention and resources being re-focussed to understand and engage in the future programme of change. However, it has also resulted in the focus of engagement between TDC and Town and Parish Councils changing and examples positive collaboration in terms of discussing potential implications of Devolution and LGR; and also in respect of planning for a significant increase in housing growth through the Local Plan following the change in national planning policy and exploring implications and opportunities around assets.

It is therefore recommended through this report that any future work of the task and finish group be extended over a longer timeframe and the inquiry is refocussed in the context of the significant changes in local government anticipated going forward.

#### **RELEVANT CORPORATE PLAN THEME/ANNUAL CABINET PRIORITY**

Collaborative working with Town and Parish Councils can support all of the Council's priorities, particularly around:

- Pride in our area and services to residents;
- Working with partners to improve quality of life; and
- Financial sustainability and openness.

Furthermore it aligns with the general principle that has emerged from the Council's discussions and decisions about forthcoming Devolution and LGR and the need to put the Tendring area and its residents in the best possible position.

#### **DESIRED OUTCOME OF THE CONSIDERATION OF THIS ITEM/INQUIRY**

Whilst there has only been one meeting of the task and finish group to date, primarily for the reasons set out above, there may still be merit in concluding the inquiry into looking at opportunities for mutually beneficial collaboration between Tendring District Council and Town and Parish Councils within the district – albeit in the context of forthcoming changes in respect of Devolution, Local Government Reorganisation and national planning policy on housebuilding. The recommendations are therefore to extend the timeframe for the inquiry up to July 2026, reflecting on the engagement and collaboration that has taken place between TDC and Town and Parish Councils over the last year.

#### **DETAILED INFORMATION**

It is proposed that more detailed information comes forward following the conclusions of the Task and Finish Working Group, if the Committee is minded to agree the recommendations below.

#### **RECOMMENDATION**

**That the Committee agrees that:**

- a) the Task and Finish Working looking into opportunities for mutually beneficial collaboration between Tendring District Council and Town and Parish Councils within the district should work to an extended timeframe to July 2026 and refocus its inquiry in the context of forthcoming Devolution and Local Government Reorganisation (LGR);**
- b) that the inquiry continues, where it left off, with the actions agreed at its**

inaugural meeting on 18 November 2025 (set out below and within the attached minutes) albeit, again in the context of the changing landscape around Devolution and LGR; and

- c) in so doing, reflects upon the engagement and collaboration that has taken place over the last year – including (but not limited) in respect of communicating and discussing the potential implications of Devolution and LGR, the review of the Local Plan against the backdrop of newly introduced government housing targets and implications and potential opportunities around assets.

## PREVIOUS RELEVANT DECISIONS

From the first meeting of the Task and Finish Working Group on 18 November 2024:

AGREED that –

(a) the Council’s Monitoring Officer (Lisa Hastings) be invited to attend the next meeting of the Working Group to discuss governance matters relating to Parish & Town Councils including:-

- (1) Conduct;
- (2) Parish Members attending Overview & Scrutiny Committee meetings as “witnesses / experts”;
- (3) Parish Councillors being appointed to TDC Committees et cetera as ‘Observers / non-voting’ members.

(b) in addition to the matters mentioned under (a) above, the Working Group will focus its enquiry on the following matters:-

- (1) fostering faster, more efficient channels of engagement and communication between TDC and parish councils;
- (2) TDC’s perceived reluctance / inability to prosecute perpetrators of fly tipping offences even when evidence is available;
- (3) ways in which TDC can support TDALC in pursuing its key objectives;
- (4) discovering whether Parish Councillors can be accredited to be able to issue FPNs for littering and dog fouling;

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(5) whether a Tendring local version of the Oxfordshire Councils Charter could/should be produced in partnership with TDALC that could in time be shared with EALC as the basis of an “Essex Councils Charter”; and

(6) whether the contents of the LGA’s publication entitled “*A councillor’s workbook on working with town and parish councils*” should be distilled in whole or in part to TDC Members.

## BACKGROUND PAPERS AND PUBLISHED REFERENCE MATERIAL

English Devolution White Paper (December 2024).  
National Planning Policy Framework (December 2024).

**APPENDICES**

Appendix A - Minutes from the inaugural meeting of the Task and Finish Group – 18 November 2024.

**REPORT/INQUIRY CONTACT OFFICER(S)**

<b>Name</b>	<b>Gary Guiver</b>
<b>Job Title</b>	<b>Corporate Director – Planning and Community</b>
<b>Email/Telephone</b>	<a href="mailto:gguiver@tendringdc.gov.uk">gguiver@tendringdc.gov.uk</a>

**MINUTES OF THE MEETING OF THE TASK & FINISH WORKING GROUP - JOINT  
WORKING BY TDC WITH TOWN & PARISH COUNCILS,  
HELD ON MONDAY, 18TH NOVEMBER, 2024 AT 5.00 PM  
IN THE CONNAUGHT ROOM, TOWN HALL, STATION ROAD, CLACTON-ON-SEA,  
CO15 1SE**

<b>Present:</b>	Councillors Steady (Chairman), Casey and Chapman BEM
<b>Also Present:</b>	Frank Belgrove (Chairman of TDALC)) and Danny Botterell (Vice-Chairman of TDALC)
<b>In Attendance:</b>	Gary Guiver (Director (Planning & Communities)) and Ian Ford (Committee Services Manager)

**1. WELCOME AND OPENING REMARKS**

The Chairman of the Working Group (Councillor Graham Steady) welcomed everyone to the meeting and those present introduced themselves.

The Chairman outlined that several Task & Finish Working Groups had been set up by TDC's two overview and scrutiny committees of which this Working Group was one. The scope of this Working Group was to look at opportunities for mutually beneficial collaboration between TDC and the parish and town councils within the District.

The Chairman of TDALC (Parish Councillor Frank Belgrove) responded that they were very happy that this meeting had been called and put forward that parish/town councils would be quite happy to become involved in any of TDC's Task & Finish Working Groups to offer their perspective and suggestions.

Parish Councillor Belgrove and the Vice-Chairman of TDALC (Parish Councillor Danny Botterell) both praised the Leader of TDC (Councillor Mark Stephenson) for his dedicated level of involvement in the work of TDALC.

**2. APOLOGIES FOR ABSENCE**

Apologies for absence were submitted on behalf of Councillors Tanya Ferguson and Mark Cossens and, in addition, on behalf of Parish Councillor Linda Belgrove (TDALC).

**3. DISCUSSION WITH THE REPRESENTATIVES FROM THE TENDRING DISTRICT ASSOCIATION OF LOCAL COUNCILS (TDALC)**

The Working Group then held an informal discussion of a range of matters with Parish Councillors Belgrove and Botterell with a view to understanding the viewpoint of the Town and Parish Councils.

Issues raised, information exchanged and suggestions put forward by Parish Councillors Belgrove and Botterell included:-

- (a) What works best in collaboration and why and can TDC spread good practice? What the ask from Parish and Town Councils might be and is it of TDC or ECC or both?

- Would be useful for Parish Clerks to have a directory of TDC departmental telephone numbers and email addresses that they could use to report urgent matters;
  - Alresford PC had taken on much of the responsibility for grass cutting from ECC Highways;
  - Regretted the loss of TDC's 'Highways Rangers' team which was apparently due to the withdrawal of ECC funding. Queried whether the Parishes had been formally made aware of this and of related TDC staff shortages;
  - ECC were very difficult to contact and were unresponsive. Even County Councillors had to go through a 'Member Enquiry' system which was very slow;
  - Praised the Director (Planning & Communities) (Gary Guiver) for his excellent recent presentation at TDALC on the subject of the Government's proposed changes to the NPPF and house building targets;
  - At meetings of the Essex Association of Local Councils (EALC), many attendees have admitted that they don't have their local District/Borough/City Council Leaders attend their respective DALC meetings; and
  - That when Parish Councils put matters through to their local TDC Ward Councillors the speed of their response varies greatly.
- (b) Oxfordshire Councils Charter between Oxfordshire Association of Local Councils, Oxfordshire County Council and the City & District Councils of Oxfordshire
- Agreed that this looked like an interesting idea and that it was worth pursuing to see if a TDALC / TDC Charter could be drawn up and implemented and possibly an Essex-wide Charter in time;
  - Currently, information disseminated by EALC is either too much by way of detail and volume or too vague.
- (c) Proposed Community Governance Review of Clacton-on-Sea, Holland-on-Sea and Jaywick Sands
- Very supportive of TDC pursuing this review.
- (d) TDALC Objectives
- Section 106 Funds – seeking diversification and flexibility as to what these funds can be spent on;
  - Advocating for the introduction of CIL;
  - Concerted action on resolving problems regarding potholes, pathways, signage, littering and fly tipping;
  - Reducing carbon footprint;
  - Seeking a change in criteria in order to secure the general lowering of speed limits in villages from 40mph to 30mph; and
  - Would like TDC's active support and assistance to "lobby" on the above matters.
- (e) General
- Believe that there can be more closer working arrangements between TDC and the Parish Councils;

- 
- Suggested increasing parish involvement and contribution by allowing Parish Councillors to sit as Observers / non-voting members of TDC Committees et cetera;
  - Investigate ways to bring about engagement / communication channels that were faster;
  - Produce information sheets for residents that clearly sets out what Parish/District/County Councils can and can't do as residents get very frustrated/agitated when they raise a matter with their local parish council and then get told that the parish council can do nothing to resolve their issue;
  - TDC should have a greater determination and commitment to prosecute fly tipping especially when there is substantial evidence of culpability to hand. The costs of pursuing the case should be considered against the ongoing clean-up costs following a fly tipping event. TDC should be prepared to inform parish councils of why it did not prosecute.
  - TDC should use, promote and publicise Rapid Deployment CCTV cameras as a means to deter fly-tipping.
  - TDC should investigate giving Parish Councillors accreditation to enable them to be able to issue FPNs for littering and/or dog fouling.

Following the aforementioned discussion, the Chairman thanked Parish Councillors Belgrove and Botterell for their attendance and their very welcome and helpful contributions to the discussion.

#### **4. PRIORITISING THE NEXT STEPS IN THE WORKING GROUP'S ENQUIRY**

The Working Group discussed the next steps it would wish to take in order to carry out its enquiry into the working and liaison arrangements between Tendring District Council and the Town & Parish Councils within the District.

The Working Group **AGREED** that –

- (a) the Council's Monitoring Officer (Lisa Hastings) be invited to attend the next meeting of the Working Group to discuss governance matters relating to Parish & Town Councils including:-
  - (1) Conduct;
  - (2) Parish Members attending Overview & Scrutiny Committee meetings as "witnesses / experts";
  - (3) Parish Councillors being appointed to TDC Committees et cetera as 'Observers / non-voting' members.
- (b) in addition to the matters mentioned under (a) above, the Working Group will focus its enquiry on the following matters:-
  - (1) fostering faster, more efficient channels of engagement and communication between TDC and parish councils;
  - (2) TDC's perceived reluctance / inability to prosecute perpetrators of fly tipping offences even when evidence is available;
  - (3) ways in which TDC can support TDALC in pursuing its key objectives;
  - (4) discovering whether Parish Councillors can be accredited to be able to issue FPNs for littering and dog fouling;

- (5) whether a Tending local version of the Oxfordshire Councils Charter could/should be produced in partnership with TDALC that could in time be shared with EALC as the basis of an “Essex Councils Charter”; and
- (6) whether the contents of the LGA’s publication entitled “*A councillor’s workbook on working with town and parish councils*” should be distilled in whole or in part to TDC Members.

5. **DATE AND TIME OF THE NEXT MEETING OF THE TASK & FINISH WORKING GROUP**

The Chairman indicated that the next meeting of the Working Group would be held during January 2025.

The meeting was declared closed at 6.00 pm

**Chairman**

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