



CABINET

DATE:	Friday, 25 September 2026
TIME:	10.30 am
VENUE:	Town Hall, Station Road, Clacton-on-Sea, CO15 1SE

MEMBERSHIP:

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

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DATE OF PUBLICATION: THURSDAY, 17 SEPTEMBER 2026

AGENDA

1 Apologies for Absence

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

2 Minutes of the Last Meeting (Pages 7 - 22)

To confirm as a correct record and sign the minutes of the last meeting of the Cabinet held on Friday 24 July 2026.

3 Declarations of Interest

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

4 Announcements by the Leader of the Council

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

5 Announcements by Cabinet Members

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

6 Matters Referred to the Cabinet by the Council

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

7 Matters Referred to the Cabinet by a Committee

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

8 Leader of the Council's Items

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

9 Report of the Portfolio Holder for Corporate Finance & Governance - A.1 - Amendments to the Council's Constitution - Planning Committees and the National Scheme of Delegation of Planning Authority Functions (Pages 23 - 54)

This report asks Cabinet to approve the recommended changes to the Constitution for referral onto Full Council following a fundamental review undertaken by Officers of the delegated powers relating to planning matters following the introduction of the Government's new National Scheme of Delegation of Planning Functions and associated legislation.

The main proposals cover miscellaneous amendments to the Scheme of Delegated Powers (Part 3) and the Codes and Protocols (Part 6) to ensure the Council's Constitution remains effective, efficient and consistent at an operational level and complies with the new legislation.

10 Report of the Portfolio Holder for Housing and Planning - A.2 - Annual Housing Complaints Performance and Service Improvement Report including Self-Assessment against the Housing Ombudsman's Complaint Handling Code (Pages 55 - 106)

To present to Cabinet the Annual Housing Complaints Performance and Service Improvement Report for scrutiny and challenge, which includes a self-assessment carried out against the Housing Ombudsman's Complaint Handling Code for 2025/26 prior to publication and submission.

11 Report of the Portfolio Holder for Housing and Planning - A.3 - Consideration and Adoption of the Housing Succession & Assignment Exchange Policy (Pages 107 - 120)

To present to Cabinet the Housing Succession and Assignment Policy for consideration and adoption.

12 Management Team Items

There are **no items** submitted to the Cabinet by Management Team on this occasion.

Date of the Next Scheduled Meeting

The next scheduled meeting of the Cabinet is to be held in the Town Hall, Station Road, Clacton-on-Sea, CO15 1SE at 10.30 am on Friday, 23 October 2026.

Information for Visitors

TOWN HALL **FIRE EVACUATION PROCEDURE**

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Please heed the instructions given by any member of staff and they will assist you in leaving the building.

Please do not re-enter the building until you are advised it is safe to do so by the relevant member of staff.

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