

RECORD OF EXECUTIVE DECISION

TITLE OF THE DECISION :- TO APPOINT A CHAIR FOR THE CLACTON TOWN BOARD (LONG TERM PLAN FOR TOWNS)

Date	Decision Maker	Decisions	Reason(s) for Decision	Alternative Options Considered	Conflicts of Interest Declared (and Dispensations granted by the Monitoring Officer)	Consultation with relevant Ward Member(s) Yes/No	Subject to Call-in? Yes/No
22 February 2024	Councillor Ivan Henderson (Deputy Leader & Portfolio for Economic Growth, Regeneration & Tourism)	This decision sets out the first stage of the formation of the Clacton Town Board by appointing George Kieffer as the independent chair of the board The appointment will be for a term of one-year to support the setting up and establishment of the Town Board, and the development of a long-term investment plan. There will be no remuneration for the post of chair, however travel expenses will be paid at the Council's standard rate per mile. .	On 1 October 2023 Government announced that Clacton-on-Sea will be one of 55 towns across the UK to receive a ten-year endowment-style fund, with £20 million of funding and support to give towns long term certainty to deliver projects over multiple years. The funding will be underpinned by an investment plan overseen by a new Towns Board, in consultation with local people. The Cabinet approved the delegation of the formation of the Board to the Portfolio Holder for Economic Growth, Regeneration & Tourism (15 Dec 2023).	No alternative options have been considered at this time. This is a one year term arrangement to move the project forward and meet government timescales.	Nil	No	Yes

			The process for the formation of the Board and development of the investment plan is as follows: Phase 1: The government guidance states that local authority should appoint an independent chair for the Towns Board, in consultation with the local MP (to which this decision refers). Phase 2: After this the new chair should engage with the local authority to consider appointments for the remainder of the Town Board. Phase 3: The Towns Board, supported by the local authority, will develop a single long term plan to be submitted to the Department of Levelling Up, Housing and Communities. The chair should act as a champion and provide leadership for the newly formed Town Board.				
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			Elected representatives, such as MPs, MSPs, MSs or local councillors, must not chair the Town Board. George Kieffer has played a significant role in the region over the years as a member of the Board of Advisors for the University of Essex, and a former Chair of the Haven Gateway Partnership, Freeport East and Estuary Housing Association. George was also a founding member and interim Chair, and subsequent Vice Chair of the Southeast Local Enterprise Partnership. He will bring a wealth of experience to the Clacton Town Board.				
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URGENT DECISIONS ONLY (If non-urgent go to “Agreement to Decision” below):-

GENERAL EXCEPTION APPLIES? (Rule 14 Access to Information Procedure Rules)	NO	If yes, has at least 5 clear days notice been given to the Chairman of the relevant overview and scrutiny committee?	YES/NO
SPECIAL URGENCY APPLIES? (Rule 15 Access to Information Procedure Rules)	/NO	If yes, has the Chairman of the relevant overview and scrutiny committee’s consent been obtained?	YES/NO
EXEMPTION FROM CALL-IN APPLIES? (Rule 18i Overview and Scrutiny Procedure Rules)	/NO	If yes, has the Chairman of the relevant overview and scrutiny committee’s consent been obtained?	YES/NO

URGENT & OUTSIDE BUDGET OR POLICY FRAMEWORK? (Rule 6 Budget and Policy Framework Procedure Rules)	NO	If yes, why is it not practical to convene a quorate meeting of full Council?	
		If yes, has the Chairman of the relevant overview and scrutiny committee's consent been obtained?	YES/NO
AGREEMENT TO DECISION:-			
Signed:- Decision Maker Signed:- Decision Maker	Date:- Date:-	Delegated Power Reference (in Part 3 of the Constitution):- Delegation Schedule 3 Responsible for Executive Functions Section 4.3 Additional specific delegations to individual portfolio holders 4.3.7 The exercise of functions delegated to the Portfolio Holder by the Financial and Procurement Procedure Rules. (part 3.37)	

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