

Record of Officer's Decision

The Openness of Local Government Bodies Regulations 2014 and the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012

Date of Decision:	17 December 2025
Decision Maker (Officer):	Deputy Chief Executive / Corporate Director (Place and Wellbeing)
Authority for Delegated Decision (Cabinet/Committee Decision or Scheme of Delegation – provide reference):	Minute 44 of 25 July 2025's meeting of Cabinet authorised as follows: <i>“the Corporate Director (Place and Wellbeing) be authorised to approve variations of the Plan for Neighbourhoods (including Long Term Plan for Towns) capacity payments, upon receipt of minuted approval by the Clacton Town Board, and following consultation with the Council's Section 151 Officer.”</i> The programme referred to in the above decision is now entitled 'Pride in Place'. The programme though is exactly the same. The Section 151 Officer has been consulted on this proposed decision as recorded by his approval below.
Identify which Portfolio Holder(s)/Committee Chairman consulted?	Not applicable although the Leader and the Deputy Leader of the Council are both Members of the Clacton Town Board. As such, they have been involved in the decision making concerned by the Board.
Ward Member(s) consulted?	Not applicable
Is it a Key Decision?	No
Is it subject to call-in?	No

Decision Made:	In accordance with Minute 99 of the Clacton Town Board on 7 November 2025, to: (1) accept the funding identified from the Pride in Place Capacity Funding for Clacton-on-Sea to deliver the establishment and recruitment stated: a. The funding of £54,000 for the establishment and recruitment of a Full Time (37 hours per week) Town Centre Manager (Pride in Place) for one year in 2026 (with £3,000 being applied to recruitment expenses for the role); b. The funding of £78,000 for the establishment and recruitment of a Full Time (37 hours per week) Programme Manager (Pride in Place) for one year in 2026; (2) allocate £8,800 from the approved 'Engagement' budget of £58,625 (from the Pride in Place Capacity Funding) in respect of the Clacton Town Board's Visitor Survey commissioned by Essex County Council and, as such, enable the authorisation of payment of an invoice for this sum; and (3) allocate £40,000 from the approved 'Surveys, project preparation' budget line, £4,536.25 from the approved 'Engagement' budget and £1,300 from the approved 'Contingency' budget in respect of the work undertaken by We Made That (the appointed consultant) in respect of the preparation work for the Board's Vision, the youth engagement activity and attendance at a Clacton Councillors stakeholders meeting on 15 October 2025 and, as such, enable authorisation of payment of an invoice in the sum of £45,836.25.
Reason for Decision (if a report was produced to support the Decision, refer to or attach it):	To support the delivery of the Clacton Town Board's 10-Year Vision and 4-Year Investment Plan in pursuance of the published decision of the Leader on 3 December 2025 to support 'in principle' the measures set out in that Vision and that Investment Plan. The decisions in (2) and (3) above are within the "allocation of £450,000. as proposed by the Clacton Town Board" that was approved by Cabinet at Minute 44 of the meeting held on 25 July 2025.
Highlight any associated risks/finance/legal/equality considerations:	The decisions in respect of proposed staff resources to assist in the delivery of the Clacton Town Board's Pride in Place actions are on the basis that all the costs for the Council of such recruitment will be fully funded from the Pride in Place Capacity Funding.

	The use of the Pride in Place capacity funding is subject to conditions that it will be used in support of the delivery of the Pride in Place programme, that the latest branding guidance will be adhered to and that we will cease to use the Funded by UK Government logo if directed to do so. The observance of those conditions remains in place for the allocations referred to in the decision section above. A key element of the financial obligations placed on the Council as Accountable Body were addressed / supported by the earlier decision of Cabinet highlighted above.														
Details of any Alternative Options Considered and rejected (together with reasons):	The option of not approving the use of the funding in accordance with wishes of the Clacton Town Board, and as relevant with the approval of Cabinet or the delegation to the Corporate Director (Place and Wellbeing)/Deputy Chief Executive, was considered and discounted as it would appear to be contrary to the published decision of the Leader of 3 December 2025 to support 'in principle' the measures set out in the Clacton Town Board's Vision and Investment Plan.														
Details of any declarations of interest (by Portfolio Holder/Committee Chairman who was consulted by the officer, which related to the decision) If relevant, a note of the dispensation granted by the Monitoring Officer:	None. In addition, it is recorded here for this decision that no declarations of interest were declared at the Clacton Town Board in relation to the approval of the release of the funds for the purposes outlined.														
Reason Decision, or supporting Report, is not published: <i>Tick one or more of the specific exemptions,</i> <u>and</u> <i>Give more information in the final box with regards to why the exemption applies and outweighs the public interest</i>	<table border="1"> <tr> <td>☒</td><td>Not applicable – Decision [and report] to be published</td></tr> <tr> <td colspan="2">If Report is not to be published – tick one of the following boxes:</td></tr> <tr> <td>☐</td><td>The report supporting the Decision contains confidential information</td></tr> <tr> <td>☐</td><td>The Report supporting the Decision falls within an exemption pursuant to Schedule 12A of the Local Government Act 1972 Information:</td></tr> <tr> <td>☐</td><td>• Relates to an individual</td></tr> <tr> <td>☐</td><td>• Likely to reveal the identity of an individual</td></tr> <tr> <td>☐</td><td>• Relating to financial or business affairs of a person or organisation</td></tr> </table>	☒	Not applicable – Decision [and report] to be published	If Report is not to be published – tick one of the following boxes:		☐	The report supporting the Decision contains confidential information	☐	The Report supporting the Decision falls within an exemption pursuant to Schedule 12A of the Local Government Act 1972 Information:	☐	• Relates to an individual	☐	• Likely to reveal the identity of an individual	☐	• Relating to financial or business affairs of a person or organisation
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test (which is in favour of disclosure).		• Relates to a claim for legal professional privilege in legal proceedings
		• Reveals that the Council proposes to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or to make an order or direction under any enactment
		• Relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime
	And is exempt if and so long, as in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information Reasons: [insert]	

Officers

Signed: [Consent received by email]

Title: Deputy Chief Executive / Corporate Director
(Place and Wellbeing)

In consultation with:

Signed: [Consent received by email]

Corporate Director (Finance and IT)
(Section 151 Officer)

Dated: 17 December 2025