
**MINUTES OF THE MEETING OF THE CABINET,
HELD ON FRIDAY, 20TH MARCH, 2026 AT 10.30 AM
IN THE COMMITTEE ROOM, AT THE TOWN HALL, STATION ROAD, CLACTON-
ON-SEA, CO15 1SE**

PRESENT:**PORTFOLIO:**

Councillor M E Stephenson

Leader of the Council & Portfolio Holder for Corporate Finance and Governance (Chairman)

Councillor A P H 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 R Placey

Portfolio Holder for Partnerships

Councillor G G I Scott

Portfolio Holder for Arts, Culture & Heritage

Councillor A Smith

Portfolio Holder for the Environment & ICT

Group Leaders Present by Standing Invitation: Councillors J D Bray (Leader of the Reform UK Group) and P B Honeywood (Leader of the Conservative Group)

Also Present: None

In Attendance: Corporate Director (Law and Governance) & Monitoring Officer (Lisa Hastings), Corporate Director (Finance and IT) & Section 151 Officer (Richard Barrett), Corporate Director (Operations and Delivery) (Damian Williams), Assistant Director (Corporate Policy & Support) (Keith Simmons), Interim Assistant Director (Project Delivery) (David Ousby), Acting Head of People (Marcia Fuller), Democratic Services Manager (Ian Ford), Democratic Services Officer (Bethany Jones) and Communications Apprentice (Ryan Shepherd)

113. APOLOGIES FOR ABSENCE

Apologies for absence were submitted on behalf of Councillors I J Henderson (the Deputy Leader of the Council and the Portfolio Holder for Economic Growth, Regeneration & Tourism) and J B Chapman BEM (the Leader of the Independent Group).

114. MINUTES OF THE LAST MEETING

It was moved by Councillor Stephenson, seconded by Councillor Baker and:-

RESOLVED that the minutes of the meeting of the Cabinet, held on Friday 30 January 2026, be approved as a correct record and be signed by the Chairman.

115. DECLARATIONS OF INTEREST

There were no declarations of interest made by Members on this occasion.

116. ANNOUNCEMENTS BY THE LEADER OF THE COUNCIL

The Leader of the Council made the following statement:-

“Within this agenda item I am required to confirm that I have used urgency powers to make a decision, and in this case, it was in respect of the engagement of resources from Local Government East to provide urgent capacity within the Housing repairs team.

As I’m sure Cabinet Members and Group Leaders will be aware, the regulatory expectations for housing services have increased, at the same time as there is a well-documented national skills shortage in specialist local government roles, particularly building surveyors and social housing professionals. This has created a highly competitive recruitment market affecting councils nationally and making it increasingly difficult to recruit and retain skilled staff.

Within this context, two members of the Housing Repairs service management team have recently resigned and, together with an existing vacancy that the service has struggled to fill, has created a situation where all three management posts, within the repairs team, are vacant.

As indicated, previous recruitment exercises have failed to attract suitably qualified candidates, indicating that both the resignations and ongoing vacancies reflect the wider national labour-market pressures I mentioned.

Therefore, to ensure that sufficient management resource is available as timely as possible to ensure the delivery of the housing repairs service, the decision was taken to engage Local Government East (on a draw down basis) to provide additional support, via specialist resource to support the delivery of the Housing Repairs service.

I was grateful to Councillor Paul Honeywood for his agreement to the use of the urgency provisions and this concludes my statement made in compliance with paragraph 3.4 of Schedule 3 to the Constitution.”

117. ANNOUNCEMENTS BY CABINET MEMBERS

Women’s Safety Charter

The Assets and Community Safety Portfolio Holder was proud to announce that a new Women’s Safety Charter had been launched by this Council on Tuesday 24th February 2026 in the Princes Theatre. The Tendring Community Safety Partnership (CSP) had worked closely with Karen Whybro, who had founded the Women’s Safety Charter and Rebecca Callaghan the Director of Brand Elect.

The Charter was part of a broader effort to address behaviours that make women and girls feel unsafe and to challenge those behaviours and make a cultural change within our community. Following the launch the first training session for businesses and organisations had been held on Friday 13 March 2026 with further sessions planned throughout the year. A wider, more formal public launch of the charter would follow later in 2026.

118. MATTERS REFERRED TO THE CABINET BY THE COUNCIL

There were no matters referred to the Cabinet by Full Council on this occasion.

119. MATTERS REFERRED TO THE CABINET BY A COMMITTEE - REFERENCE FROM THE COMMUNITY LEADERSHIP OVERVIEW & SCRUTINY COMMITTEE - A.1 - GRANT FUNDING BY THE COUNCIL AND OTHERS AND ITS APPROPRIATENESS GIVEN THE NEEDS OF THE DISTRICT

Cabinet was informed that, as part of the Community Leadership Overview & Scrutiny Committee's ("the Committee") Work Programme, the Committee had examined the provision of grant funding by the Council and other bodies, with a particular focus on its suitability in meeting the needs of the District. In preparation for its formal meeting on 15 January 2026, Members had met informally on 8 January 2026. This informal session had enabled Members to develop key lines of inquiry for the subsequent formal scrutiny meeting.

It was reported that, at its formal meeting on 15 January 2026, the Committee had considered a report presented by the Head of Health and Partnerships. Members had posed a series of questions to both the Head of Service and the Portfolio Holder for Partnerships, many of which had been formulated during the earlier informal session. Additional supplementary questions were also raised during the meeting.

The accompanying presentation had significantly assisted the Committee in evaluating the extent of corporate oversight applied to the wide range of grant schemes administered by the Council. Following the responses to Members' supplementary questions, the Committee had gained a clearer understanding of the constraints and broader implications of Local Government Reorganisation (LGR) on grant funding, as well as the potential safeguards that could be introduced to ensure fairness and consistency in the assessment of applications.

Cabinet was reminded that, at its meeting held on 14 January 2025 (minute 5 referred), the Community Leadership Overview and Scrutiny Committee had made recommendations to the Cabinet, which were referenced in the left-hand column of the table below. The answers given in reference to those recommendations at the 15 January 2026 (minute 31 referred) meeting were as set out in the righthand column of the table below and were themselves in response to the following question:-

"Could you please provide an update on the delivery against the recommendations from this Committee previously approved in respect of a grants policy?"

<i>(a) the establishment of an Oversight Group of Members for grant schemes across the Council;</i>	<i>No decision was made by Cabinet to set up an oversight group</i>
<i>(b) some form of gap analysis – even is full analysis is too large a project to be achieved and the opportunities to 'flex' grant giving to maximise the range of organisations receiving financial support in the District across the years.</i>	<i>While the Council has not completed a formal gap analysis, it has maximised the range of organisations benefiting from grants by providing "open calls" for projects, for example for the UK Shared Prosperity Fund, with broad criteria that enable a wide range of organisations from across the district to apply for and to benefit from funding.</i>

	<i>The proposed External Funding Policy seeks to set a framework around how funding is allocated which will provide a fair and equitable allocation so that a wide variety of organisations can apply which will be in line with the Council's Corporate Plan and need within the district.</i>
<i>(c) further standardised processes for different grant giving arrangements to help deliver best practice across those separate grant giving arrangements (eg around the length of time between opening invitations for applications and the closing date, common and plain language to explain the processes (and be available on the website), details of other grants received, the time between closure of application and determination/notification of outcomes, and the post grant-giving monitoring arrangements).</i>	<i>The proposed Policy highlights the importance of timely processing of grants, the need for plain and clear language, the importance of publicising the grant opportunities, the provision of support for applicants where appropriate, the identification of other grants received and monitoring.</i> <i>However, it also retains the necessary flexibility given that there may be revenue and capital grants, grants of different sizes, and with different external funder conditions, so it does not seek to impose full standardisation on all grants.</i>
<i>(d) Adopt a consistent 'you said, we did' opportunity for organisations applying for grant funding to feed back on their experiences;</i>	<i>The proposed External Funding Policy requires that feedback is obtained from a sample of those who have received grant funding to understand their experience which can then be used to improve processes.</i>
<i>(e) Look at organising an open day for community/voluntary groups in conjunction with other grant funding organisations (and CVST) to disseminate information on those grant schemes and help to break down barriers to access grant funding for these community/voluntary groups.</i>	<i>On 12 March 2025 the team running the major open funding stream, UKSPF, held an open day for voluntary groups in the Princes Theatre to launch the funding and promote it to local organisations.</i>

Consequently, at its meeting held on 15 January 2026, the Committee had resolved the following, that it:-

- "1) thanks the Portfolio Holder for Partnerships, the Corporate Director (Finance & IT) and the Head of Health and Partnerships for their update on the development of a grant giving policy for the Council;*

- 2) *reaffirms to Cabinet that the recommendations originally made by the Community Leadership Overview and Scrutiny Committee at its meeting on 14 January 2025 in respect of the grants giving policy of the Council and ask that there is reconsideration of those items not yet pursued as set out in the answers to questions asked by Members; and*
- 3) *urges Cabinet or the Portfolio Holder as relevant to include in the policy some text to alert the intended shadow authority and the successor unitary authority that will cover Tendring to ensure that there is protection of community groups in the District and their access to funding, and that communication with those groups ahead of reorganisation be pursued to ensure they are best prepared for that change."*

The Committee's resolutions 2) and 3) above were pertinent to the Cabinet.

Cabinet had before it the following formal response thereto of the Portfolio Holder for Partnerships:-

"I thank the Committee for its consideration of the item on grants.

In terms of the items for consideration following the meeting on 14 January 2025 I refer to the answers provided to the Committee at the meeting on 15 January 2026 and reaffirm the following points to each question raised.

(a) the establishment of an Oversight Group of Members for grant schemes across the Council;

The Cabinet member provides oversight from a Member perspective, and as the majority of the decisions are executive the Constitution states that Members can call them in, so there is oversight of the decisions. With local government reorganisation taking place the Council has to guard its capacity closely at the moment, in terms of setting up and servicing new groups.

(b) some form of gap analysis – even if full analysis is too large a project to be achieved and the opportunities to 'flex' grant giving to maximise the range of organisations receiving financial support in the District across the years.

In respect of the potential for a formal gap analysis which would lead to the maximisation of the range of organisations which can access funding, it was determined that although a gap analysis was not necessary, maximisation of funding opportunity was occurring by use of open call processes with broad criteria across a wide geographical spread. The proposed external funding policy which is now being developed further supports the fair and equitable allocation of funding to a wide variety of organisations.

(c) further standardised processes for different grant giving arrangements to help deliver best practice across those separate grant giving arrangements (e.g. around the length of time between opening invitations for applications and the closing date, common and plain language to explain the processes (and be available on the website), details of other grants received, the time between closure of application and determination/notification of outcomes, and the post grant-giving monitoring arrangements).

In terms of the standardisation of processes for grant giving the proposed external funding policy highlights key areas around timely grant processes, using clear language, publicising opportunities and providing support although allows flexibility depending on the grant giving arrangements rather than prescribing specific actions.

(d) Adopt a consistent 'you said, we did' opportunity for organisations applying for grant funding to feed back on their experiences;

In terms of organisations being able to receive feedback it is currently proposed that the new policy refers to obtaining feedback from some of those who have been through the grant process so as to help improve arrangements.

(e) Look at organising an open day for community/voluntary groups in conjunction with other grant funding organisations (and CVST) to disseminate information on those grant schemes and help to break down barriers to access grant funding for these community/voluntary groups.

In relation to an open day for applicants to understand grant schemes and to help them access funding, an event was held on 12 March 2025 in the Princes Theatre in respect of a major grant funding opportunity for UK Shared Prosperity Funding. Further open days could be considered for other major funding opportunities should they come along.

(g) Note that there are proposals for LGR in Greater Essex and that we are awaiting confirmation from Government to whether these will proceed and over what timetable. On the basis that Government does approve the principle of LGR in Greater Essex the Committee record that it would wish to undertake an enquiry into the implications of LGR on areas within its responsibility (including grant funding) in the work programme for 2025/26 and that this enquiry would look at possible areas where the transition to a new unitary structure could be supported.

In terms of Local Government Reorganisation, the proposed external funding policy will include a section on transition and in particular highlights that officers should ensure grant recipients are made aware of the changes and that funding is spent or committed prior to the new unitary coming into existence. In addition, that if a grant covers the period across the two different authorities that this is considered through the transition process.

I look forward to the proposed forthcoming External Funding Policy coming into effect which seeks to improve the process around allocating funding."

Having considered the resolutions of the Community Leadership Overview and Scrutiny Committee, together with the formal response of the Partnerships Portfolio Holder thereto:-

It was moved by Councillor Placey, seconded by Councillor Barry and:-

RESOLVED that the recommendations made by the Community Leadership Overview and Scrutiny Committee be welcomed and noted and that they be given consideration for inclusion in the forthcoming external funding policy which is currently being developed.

120. MATTERS REFERRED TO THE CABINET BY A COMMITTEE - REFERENCE FROM THE COMMUNITY LEADERSHIP OVERVIEW & SCRUTINY COMMITTEE - A.2 - THE COUNCIL'S YOUTH PROVISION FOR SCHOOL AGED CHILDREN TASK & FINISH GROUP - THEIR FINAL REPORT AND COMMITTEE RECOMMENDATIONS TO CABINET

Cabinet was informed that the Community Leadership Overview and Scrutiny Committee ("the Committee"), at its meeting held on 14 January 2026, had considered a final report from its Council's Youth Provision Task and Finish Group, which had been submitted following that Group's conclusion of its enquiry concerning the youth provision of school aged children.

The Task and Finish Group's final report was attached as an appendix to the reference report (A.2).

The Committee had duly resolved:-

- 1) *"to recommend to Cabinet that a platform is provided for children and young people to access information about activity which is taking place in their community;*
- 2) *to endorse this recommendation, including the proposal to develop the existing Active Essex, 'Find Your Active' database to be promoted through the Community Sports Partnerships section of the developing 'Active Tendring' website; and*
- 3) *to note that funding for that work had been subject to agreement by Cabinet in a separate report (due January 2026), which had provided an update on progress on the implementation of the Sport and Activity Strategy, and sought agreement to a number of budget allocations including the development of the 'Find Your Active' webpage."*

The Committee's resolutions 1) and 2) above were pertinent to the Cabinet.

Cabinet had before it the formal response thereto as submitted by the Portfolio Holder for Leisure and Public Realm, which was as follows:-

"I thank the Task and Finish Group for the work achieved on their enquiry into youth provision of school aged children. I can confirm that the most common response from local people through the Sport and Activity Strategy consultation exercise, was for the Council to provide a digital platform, to easily allow residents to search for what sport and activity provision is available in their local area.

With that in mind, at their meeting on 30 January 2026, Cabinet allocated £3,599 from the Sport and Activity budget to support improvements to the existing 'Find Your Active' platform hosted by Active Essex. Together with all Tendring residents, this digital platform will support our local children and young people to access information about activity which is taking place in their community.

I am looking forward to evaluating the success of the upgraded platform, once the new system has been upgraded. I sincerely hope this can be used to signpost our younger residents to some of the great activities that are available to them."

Having considered the resolutions of the Community Leadership Overview and Scrutiny Committee and the formal response thereto of the Portfolio Holder for Leisure and Public Realm:-

It was moved by Councillor Barry, seconded by Councillor Placey and:-

RESOLVED that the recommendations made by the Community Leadership Overview & Scrutiny Committee be noted, and that the response of the Leisure & Public Realm Portfolio Holder thereto, be endorsed.

121. MATTERS REFERRED TO THE CABINET BY A COMMITTEE - REFERENCE FROM THE COMMUNITY LEADERSHIP OVERVIEW & SCRUTINY COMMITTEE - A.3 - KONECTBUS ATTENDANCE AT THE COMMUNITY LEADERSHIP OVERVIEW AND SCRUTINY COMMITTEE MEETING

Cabinet was made aware that the Community Leadership Overview and Scrutiny Committee ("the Committee"), at its meeting held on 15 January 2026, had received a presentation by the Stakeholder Engagement Lead for Konectbus, Charlie Poulter. That presentation had provided Members with an overview of operational improvements, including enhanced punctuality and reliability statistics. It also outlined the Tendring BSIP grants and associated additional services, developments within the commercial network, progress on Park and Ride and Demand Responsive Transport initiatives and matters relating to socially necessary travel.

It was reported that, prior to the formal meeting of the Committee, an informal meeting had been held on 8 January 2026 when Members had prepared questions, upon which Officers had drafted responses ahead of the formal meeting. Further supplementary questions had been put at the formal meeting to the Stakeholder Engagement Lead for Konectbus which had provided Members with a greater understanding on key priorities across Tendring, the understanding of bus arrival times and subsequent improvements and Konectbus' plans on collaborative working on the approach to Local Government Reorganisation (LGR).

Cabinet was informed that the Leader of the Council had met with representatives from Konectbus on two occasions, once late last year (2025) and once in January 2026. The first meeting had had other Clacton ward councillors attending from various parties, and the second meeting had been a follow up.

The Committee had duly resolved that it:-

- 1) *"urges Cabinet to press Konectbus for solutions to ensure that bus services between such as Harwich, Walton-on-the-Naze and Clacton-on-Sea and Colchester include the Colchester Institute site to facilitate skills development for those with limited ability to otherwise access the Institute from across Tendring, and in addition, to improve access to school sites across the District; and*
- 2) *reemphasises the desirability of prioritising gaining developer contributions for new bus routes in the delivery of the revised local plan."*

Both of those resolutions were pertinent to the Cabinet.

Cabinet had before it the following formal response thereto submitted by the Portfolio Holder for Economic Growth, Regeneration & Tourism, which was read out at the meeting by the Leader of the Council:-

"I support the Committee's resolution urging Cabinet to continue pressing Konectbus for solutions to improve public transport connectivity between Harwich, Walton on the Naze, Clacton on Sea and Colchester, specifically to ensure that services include the Colchester Institute site. Reliable access to further education is essential for strengthening Tendring's skills base, especially for residents who have limited ability to travel independently. Improved access to our District's school sites is equally important as we work to support attendance and safeguard young people. Improving these connections aligns directly with our wider economic and social objectives, including reducing inequality and improving pathways into higher-value employment.

As part of this, it is increasingly important that bus and rail timetables are properly integrated, ensuring smooth and reliable connections for residents. Effective timetable coordination reduces waiting times, improves overall journey confidence, and enhances access to education, employment and healthcare across the District. In addition, the case for securing two trains per hour from Clacton throughout the day, rising to three trains per hour at peak times, remains a critical factor in supporting both economic growth and social mobility. More frequent and reliable rail services would significantly improve Tendring's connectivity to major employment centres and further education opportunities, making the District more attractive to businesses and investors.

Although we are not a Transport Authority, I would also like to assure the Committee that work continues to raise awareness and look for solutions to the local transport issues we face. We work in partnership with Transport East and we have a strong relationship with the emerging Greater Essex Combined County Authority, taking the opportunity to highlight the importance of key transport investments in Tendring. In addition, the Council is writing to Charlie Poulton of Konectbus personally to support the Committee's recommendations.

Developer Contributions for New Bus Routes

The Committee's emphasis on prioritising developer contributions for new and enhanced bus routes within the revised Local Plan is both timely and well founded. As Tendring continues to grow, it is vital that sustainable transport is embedded from the outset of development. Securing contributions that support viable bus networks will help ensure that new communities are well connected, reduce car dependency, and promote equitable access to education, employment, and other essential services. I fully support this principle and will work with colleagues across Planning and Regeneration to strengthen our approach in this area.

Conclusion

Both recommendations align strongly with the Council's strategic priorities for economic growth, inclusive skills development, and improved mobility across Tendring. I thank the Committee for its constructive input and will ensure these matters are given appropriate consideration as part of Cabinet's ongoing engagement with transport partners and in the development of the revised Local Plan."

Having considered the resolutions of the Community Leadership Overview and Scrutiny Committee and the formal response thereto of the Portfolio Holder for Economic Growth, Regeneration & Tourism:-

It was moved by Councillor Stephenson, seconded by Councillor Kotz and:-

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.

122. MATTERS REFERRED TO THE CABINET BY A COMMITTEE - REFERENCE FROM THE LICENSING AND REGISTRATION COMMITTEE - A.4 - CHARITABLE COLLECTIONS POLICY

Members were informed that Tendring District Council was the Licensing Authority for Charitable Street Collections under Section 5 of the Police, Factories, etc. (Miscellaneous Provisions) Act 1916 and the Charitable House to House Collections under the House-to-House Collections Act 1939.

It was reported that the Licensing and Registration Committee ("the Committee"), at its meeting held on 29 October 2025, had received a draft Charitable Collections Policy and had agreed to undertake a public consultation thereon.

Cabinet was reminded that the primary piece of legislation in the UK for street collections was the Police, Factories, etc (Miscellaneous Provisions) Act 1916. This Act provided for the Council (acting as the Licensing Authority) to make regulations with respect to the places where, and the conditions under which, collections might be permitted. The Council had made regulations (Appendix B to the report A.4), which required the promoter to obtain a permit from the Council before such a collection could take place. A person could be fined £200 if they collected money for charity on the street without a permit.

Members further recalled that the authorisation of House-to-House collections was regulated by the House-to-House Collections Act 1939. This Act required the promoter to obtain a licence from the Council (as the Licensing Authority) before a collection could be carried out. The Council must grant a licence upon application unless one of the grounds set out in the Act for refusing the licence applied. In addition to the local regulation of House-to-House collections, there was a National Exemption Order (NEO) scheme. Holders of an NEO authorisation were exempted under section 3 (1) of the House-to-House Collections Act 1939 from having to apply for individual collection licences from local authorities. This exemption allowed organisations to conduct house-to-house collections without the need to apply separately to each local licensing authority, thereby reducing administrative burdens and costs. From the Government's website, there were currently 36 such NEO authorisations.

A person organising a collection of funds going house to house without a licence could face imprisonment for up to 6 months and/or a fine of up to £1,000.

Currently, there was no Council adopted policy concerning Charitable Collections, with decisions on applications based upon historical previous decisions and practices.

It was in order to provide applicants with guidance and a framework for consistent decision-making, that a policy covering charitable collections had been drafted. The objectives of the proposed charity collection policy were to ensure that:-

- *charity collections were treated in a fair and consistent way and were well run and regulated;*
- *each application was considered on its merits;*
- *the public was not exposed to an excessive number of street collections;*

- *relevant objectives of the Council's Corporate Plan were supported;*
- *that the obligations of the Council's Public Sector Equality duty under the Equality Act 2010, section 149 were fulfilled by eliminating discrimination, harassment, victimisation and were otherwise not conducted in a manner prohibited by the Act, advancing equality of opportunity and fostering good relations between persons who shared and those who did not share protected characteristics; and*
- *collections were for the public benefit and in line with a charitable purpose as defined by the Charities Act 2011.*

It was pointed out that the activities of direct debit mandate collectors on the street (sometimes known as "chuggers") had not been envisaged at the time of the 1916 Act. However, it was the view of the Licensing Authority that direct debits and chuggers could be classed as 'giving of money' which therefore suggested that direct debit collections would fall under the remit of the Act and that they should be licensed.

Street Collection Permits could authorise the raising of funds for charitable purposes through the sale of items such as clothes, toys etc on the street. It was therefore important that this was the purpose and not secondary to commercial activities for private gain.

It was drawn to Cabinet's attention that the Council was entitled to refuse an application for a House-to-House collection if the percentage of proceeds donated to a charitable cause, after paying expenses, was insufficient. It was recommended that a minimum of 80% of the value of the proceeds of a collection should be donated to the charitable cause in question.

Cabinet was advised that the adoption of a policy in this area of licensing was intended to support the following themes from the Council's Corporate Plan 2024-28, namely:-

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

It was believed that the application of this policy would provide clarity when determining applications and would reduce the risk of legal challenge and appeals.

Members were advised that the draft Charity Collections Policy, as submitted to the Committee at its meeting held on 29 October 2025 had been subject to public consultation and scrutiny for a period of 8 weeks from 31 October 2025 to 26 December 2025. In addition to a page on the Council's website, and a public notice displayed outside of the front of the Town Hall and the Council's Offices at Pier Avenue, Clacton on Sea, that consultation had also included a range of licence holders of street collections and house to house collections, Community voluntary services and the Charity Commission.

The Licensing Authority had received one response to the public consultation during this time. Having taken into consideration that response, amendments had been made to the draft policy, and those could be found in red. The response received was set out at Appendix B to the Officer report to the Committee.

The Committee, at its meeting held on 2 February 2026 (minute 16 referred), had considered the matter again (including the response received during the consultation).

Through the report, the Committee had been invited to determine its recommendation(s) to Cabinet. The Committee's decision had been as follows:-

“RESOLVED that the Committee:-

- (a) having received and considered the outcome of the public consultation on the draft policy, formally recommends the policy, as attached to the report (A.5) as Appendix A to Cabinet for its adoption; and*
- (b) requests Cabinet to authorise Officers to make minor amendments to the policy to ensure that it reflects the operational position of the Council and legislative / case law relevant to the policy.”*

The Policy Statement referred to in the above decision of the Licensing and Registration Committee was set out as Appendix A to the reference report.

Cabinet was cognisant that under the Leader of the Council's approved Scheme of Delegation, as set out in Schedule 3 (Responsibility for Executive Functions) of Part 3 of the Council's Constitution, the Portfolio Holder for Assets & Community Safety was the designated Executive Member for overseeing licensing policy matters.

Cabinet had before it the formal response of the Portfolio Holder for Assets & Community Safety to the Committee's resolutions, as follows:-

“Thank you to the Licensing and Registration Committee for its consideration of a draft Charitable Collections Policy, undertaking public consultation and noting its outcome. This is a new Policy for the Council, and its recommendation to Cabinet for approval and adoption is supported to ensure that applicants are provided with guidance and a framework exists for consistent decision-making, demonstrating good governance.”

Having considered the resolutions made by the Licensing and Registration Committee and the formal response thereto of the Portfolio Holder for Assets and Community Safety:-

It was moved by Councillor Kotz, seconded by Councillor Smith and:-

RESOLVED that -

- 1) the proposed Charitable Collections Policy, as set out in Appendix A to the reference report (A.4), be adopted; and
- 2) Officers be authorised to make minor amendments to the policy to ensure that it reflects the operational position of the Council and legislative / case law relevant to the policy.

123. MATTERS REFERRED TO THE CABINET BY A COMMITTEE - REFERENCE FROM THE LICENSING AND REGISTRATION COMMITTEE - A.5 - SCRAP METAL POLICY

Cabinet was made aware that Tendring District Council was the Licensing Authority for dealing with scrap metal licences which included site and collectors' licences under the Scrap Metal Dealers Act 2013.

It was reported that the Licensing and Registration Committee (“the Committee”), at its meeting held on 29 October 2025, had received a draft Scrap Metal Policy and had agreed to undertake a public consultation upon it.

Members were informed that the Scrap Metal Dealers Act 2013 (“the Act”) had come into effect on 1 October 2013 with transitional arrangements taking effect from 1 September 2013. The Act required that scrap metal sites and collectors were licensed by the local authority. The legislation had been introduced to stem the increase in metal theft at the time.

The Act had replaced the previous regulatory scheme for scrap metal dealers and for vehicle dismantlers. It required anyone who dealt in scrap metal to obtain and display a relevant licence and gave the Police and local authorities more powers of entry and inspection as well as allowing a more thorough application process whereby licences could be refused or subsequently revoked if dealers were deemed ‘unsuitable’.

The Act provided for two types of Scrap Metal Dealer licences, a ‘Site Licence’ and a ‘Collector’s Licence’, both of which lasted for three years.

The Act had followed the Vehicles (Crime) Act 2001 which had introduced provisions for licensing motor salvage operators. Prior to that, licensing of Scrap Metal dealers had been by virtue of the Scrap Metal Dealers Act 1964. The Government had also issued guidance for Councils in respect of determining the suitability to hold a scrap metal dealers’ licence. The Scrap Metal Dealers Act (Prescribed documents and information for verification of name and address) Regulations 2013 also applied to the licensing arrangements administered by the Council.

Site Licence

Cabinet was advised that a site licence was applicable when the licence holder had a physical site(s) that they used to carry on their business as a scrap metal dealer. This licence allowed the licence holder to accept scrap metal from any of the sites listed on the licence; and to transport scrap metal to and from the sites listed in the licence.

Collector’s Licence

A collector’s licence was applicable when the licence holder’s business consisted of collecting scrap metal, for example, by going from door to door asking for scrap. This licence allowed the licence holder to collect scrap metal from within the boundaries of the local authority issuing the licence. A separate licence would be required from each local authority within whose boundary a person wished to operate.

It was emphasised that the adoption of a policy in this area of licensing was intended to support the following themes from the Council’s Corporate Plan 2024-28, namely:-

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

It was believed that the application of this policy would provide clarity when determining applications and would reduce the risk of legal challenge and appeals. This policy would also support the Council’s ongoing close partnerships with the Police and Environment Agency to tackle environmental crime and metal theft.

Members were informed that there were currently 2 collectors and 12 sites licensed by the Council under this legislation.

The draft Scrap Metal Policy had been submitted to the Committee at its meeting held on 29 October 2025 and had been subject to public consultation and scrutiny for a period of 8 weeks from 31 October 2025 to 26 December 2025. In addition, to a page created on the Council's website, and a public notice displayed outside of the front of the Town Hall and the Council's Offices at Pier Avenue, Clacton on Sea, the consultation had also included all licence holders who held a scrap metal licence within the District and all responsible authorities.

The Licensing Authority had received one response to that consultation during this time. Having taken into consideration those comments, amendments had been made to the draft policy, and those could be found in red. The response received was set out at Appendix B to the reference report (A.5).

The Committee, at its meeting held on 2 February 2026 (minute 15 referred), had considered the matter again (including the response received during the consultation). Through the report, the Committee had been invited to determine its recommendation(s) to Cabinet. The Committee's decision had been as follows:-

"RESOLVED that the Committee:-

- (a) having received and considered the outcome of the public consultation on the draft policy, formally recommends the policy, as attached to the report (A.4) as Appendix A to Cabinet for its adoption; and*
- (b) requests Cabinet to authorise Officers to make minor amendments to the policy to ensure that it reflects the operational position of the Council and legislative / case law relevant to the policy."*

The Policy Statement referred to in the above decision of the Licensing and Registration Committee was set out as Appendix A to the reference report (A.5).

Cabinet was cognisant that under the Leader of the Council's approved Scheme of Delegation, as set out in Schedule 3 (Responsibility for Executive Functions) of Part 3 of the Council's Constitution, the Portfolio Holder for Assets & Community Safety was the designated Executive Member for overseeing licensing policy matters.

Cabinet had before it the formal response of the Portfolio Holder for Assets & Community Safety to the Committee's resolutions, as follows:-

"I wish to express my gratitude to the Licensing and Registration Committee for its consideration of a draft Scrap Metal Policy, undertaking public consultation and noting its outcome and amending the draft following feedback. This is a new Policy for the Council, and its recommendation to Cabinet for approval and adoption is supported to ensure that the policy will provide clarity when determining applications and reduces the risk of challenge and appeal, demonstrating good governance.

This policy will also support the ongoing close partnerships with the Police and Environment Agency to tackle environmental crime and metal theft."

Having considered the resolutions made by the Licensing and Registration Committee and the formal response thereto of the Portfolio Holder for Assets and Community Safety:-

It was moved by Councillor Kotz, seconded by Councillor Smith and:-

RESOLVED that -

- 1) the proposed Scrap Metal Policy, as set out in Appendix A to the reference report (A.5), be adopted; and
- 2) Officers be authorised to make minor amendments to the policy to ensure that it reflects the operational position of the Council and legislative / case law relevant to the policy.

124. MATTERS REFERRED TO THE CABINET BY A COMMITTEE - REFERENCE FROM THE LICENSING AND REGISTRATION COMMITTEE - A.6 - PROPOSED REMOVAL OF THE FOURTH MEMBER (STANDBY) FOR THE PREMISES/PERSONAL LICENCES SUB-COMMITTEE

Cabinet considered the recommendation made to it by the Licensing and Registration Committee in relation to the cessation of the requirement for a fourth (or Standby) Member at meetings of the Premises/Personal Licences Sub-Committee in the light of recent operational experiences.

Members were made aware that, since the Licensing Act 2003 had commenced in 2005, the Premises/Personal Licences Sub-Committee ("the Sub-Committee") had operated for 20 years. In that time, it had been on very rare occasions that the Council had had to call on the fourth (or Standby) Member to participate in the Sub-Committee's hearing. Therefore, in the opinion of Officers, the removal of the requirement for a Standby Member would have minimal effect on the administration of the Sub-Committee.

Cabinet was reminded that, currently, Council Procedure Rule 34.5, inter alia, required the Democratic Services Manager to ensure that a fourth (or Standby) Member, drawn from amongst the appointed membership of the Licensing and Registration Committee ("the Committee"), was present at every meeting of the Sub-Committee. Such Member would act as a member of the Sub-Committee in the event that one of the three Sub-Committee members became unable to act due to, for example, illness or conflict of interest.

However, operational experience had demonstrated that there was no real requirement for such a Standby Member and that it was an unnecessary use of Members' time and resources. Therefore, it was proposed that Cabinet sought the removal of that requirement from the Council's Constitution. Provision would still exist within rule 34.5 for the Democratic Services Manager to appoint a substitute for a Sub-Committee Member should the circumstances require it.

In addition, in arranging the Sub-Committee meeting where additional members of the Committee had indicated their availability those Members would be requested to keep that date free in their diaries and they would be sent a copy of the agenda and reports and accompanying documents etc. Therefore, in the event of the Sub-Committee being

inquorate the meeting would be adjourned whilst Officers attempted to contact one of the forementioned members of the Committee and to request them to attend the Sub-Committee.

In the event of the above not being possible in the circumstances then the Sub-Committee meeting would be adjourned until another date. Officers would have suggested available dates at the meeting to try and facilitate a quick re-arrangement of the meeting.

The Licensing and Registration Committee, at its meeting held on 2 February 2026 (minute 19 referred), had considered this matter and had:-

“RESOLVED that the Licensing and Registration Committee requests Cabinet to consider and subsequently recommend to Full Council that Council Procedure 34.5 be amended to remove the requirement for a fourth or Standby Member to be present at every meeting of the Premises/Personal Licences Sub-Committee.”

The report referred to in the above decision of the Licensing and Registration Committee was set out as an Appendix to the reference report (A.6).

Cabinet was cognisant that under the Leader of the Council’s approved Scheme of Delegation, as set out in Schedule 3 (Responsibility for Executive Functions) of Part 3 of the Council’s Constitution, the Portfolio Holder for Assets & Community Safety was the designated Executive Member for overseeing licensing policy matters.

Cabinet had before it the formal response of the Portfolio Holder for Assets & Community Safety to the Committee’s resolution, as follows:-

“Noting the contents of the report and the reasons behind the recommendation from the Licensing and Registration Committee, together with the clear explanation of contingency arrangements, I support that, for the benefit of efficiency and effectiveness, Cabinet agrees to make the recommendation onto Full Council requested.”

Having considered the resolution made by the Licensing and Registration Committee and the formal response thereto of the Portfolio Holder for Assets and Community Safety:-

It was moved by Councillor Kotz, seconded by Councillor Baker and:-

RESOLVED that it is recommended to Full Council that Council Procedure Rule 34.5 be amended to remove the requirement for a fourth (or Standby) Member to be present at every meeting of the Premises/Personal Licences Sub-Committee.

125. LEADER OF THE COUNCIL'S ITEMS - A.7 - ADOPTION OF A CORPORATE SPONSORSHIP POLICY

Cabinet considered a report of the Leader of the Council (A.7) which presented a new Corporate Sponsorship Policy for its consideration and adoption, together with a proposal for increasing sponsorship contributions and exploring opportunities for further sustainability and value for money of key Council managed events.

The Leader's report proposed that Tendring District Council adopted the Corporate Sponsorship Policy, as set out in Appendix A, and outlined practical options for its implementation. The proposed policy set out how the Council would manage and oversee sponsorship opportunities across its services, as well as implement opportunities for possible sponsorship packages across initiatives such as the Airshow and Tendring4Growth events to increase their appeal and reach to sponsors.

For clarity, it was reported that sponsorship referred to an arrangement whereby an organisation provided financial support, goods, or services in return for association with Council events, programmes, or venues. Sponsorship had long played a role in supporting projects across the Council, from the Clacton Airshow and Tendring4Growth, to roundabout improvements and other initiatives. With interest in sponsorship growing, a clear policy for Council departments to adhere to would provide consistency and transparency across all services. Adopting a Sponsorship Policy would ensure the Council had an agreed and co-ordinated approach to reducing the cost of appropriate events, by attracting financial contributions from commercial organisations to reduce the operating costs. The policy would also ensure that sponsors were consistent with the values of the Council and added value to the services offered to local communities.

It was believed that the policy established clear criteria for accepting sponsorship up to £10,000, ensuring transparency and consistency. Organisations wishing to sponsor had to demonstrate alignment with the Council's values, including social responsibility, sustainability, and community engagement. Each proposal would be subject to due diligence checks covering reputation, financial stability, and regulatory compliance. Sponsorship would not be accepted from sectors or organisations that could harm the Council's reputation, such as those linked to alcohol, tobacco, gambling, payday lending, adult entertainment, political activity, or unethical practices.

Cabinet was informed that to maintain a coordinated approach; all sponsorship agreements would be recorded in a central sponsorship register and published on the Council's website. If adopted, applications would be submitted using an official sponsorship application form and assessed against the policy's criteria. Oversight of the policy register would sit with the Place and Well-being Directorate, and it would be reviewed regularly to maintain relevance and alignment with other Council strategies. Any use of the Council's branding or sponsor logos would be reviewed by the Council's Communications team.

It was recognised that there was potential to explore major sponsorship opportunities to support the sustainability of events such as the Clacton Airshow and to seek to reduce costs that, currently, were met directly by the Council's revenue budgets. Attracting sponsorship income would therefore ease the financial pressures on the Council in a challenging climate and free up resources for other community priorities. It would provide the means to refresh and develop the Airshow, keeping it innovative, up to date with safety and security requirements, and appealing to residents and visitors alike.

There were also opportunities for Officers to explore options for seeking external specialist support to attract far wider sponsorship opportunities for Council events, with this policy used as the framework. As such, it was recommended that funding was allocated towards a procurement exercise to engage a specialist sponsorship organisation, to explore commercial relationships which could reduce the cost of Council events, such as the Clacton Airshow. Existing sponsorship relationships would be protected, and any potential provider would be restricted from accessing current

arrangements. Therefore, any income generated would be from new sponsors. Costings indicated that this would be around £20,000 per annum, and it was recommended that this sum be submitted for consideration as part of the next corporate cost pressure review process early on 2026/27, for an agreement for the period up to and including 31 December 2027. It was pointed out that engaging a specialist organisation did not guarantee success, and there was a risk that the funding could be allocated with no return on that investment.

It was also noted that this Policy would by no means introduce sponsorship to those events but rather build on the existing valued support of a variety of local businesses and stakeholders who had provided, and continued to provide, monetary or in-kind support to the Council. This Policy aimed to make the approach to sponsorship consistent across the Council and continued to recognise the value of those existing relationships; not preclude them. This would be particularly important for those events which were based strongly on community and partnership involvement, such as the annual Pride of Tendring civic event.

Having duly considered the reasoning behind the report's recommendations together with the alternative options available; all as detailed within the Leader's report (A.7):-

It was moved by Councillor Stephenson, seconded by Councillor Scott and:-

RESOLVED that –

- a) the Sponsorship Policy, as set out in Appendix A to report A.7, be formally adopted for use across all Council services; and
- b) an associated cost pressure of £20,000, for the commissioning of a specialist organisation, be submitted for consideration as part of the next corporate cost pressure review process early in 2026/27.

126. CABINET MEMBERS' ITEMS - REPORT OF THE CORPORATE FINANCE & GOVERNANCE PORTFOLIO HOLDER - A.8 - TIMETABLE OF MEETINGS: 2026/2027 MUNICIPAL YEAR & BEYOND

Cabinet considered a report of the Corporate Finance & Governance Portfolio Holder (A.8) which enabled it to consider the timetable of meetings for the 2026/2027 Municipal Year, together with provisional dates of meetings for the remainder of the calendar year (2027) and to, as required by the Constitution, to submit a timetable of meetings for formal approval to the Annual Meeting of the Council.

Members were made aware that the Structural Changes Order for the Local Government Reorganisation process was anticipated to come into force in November or December 2026. At this point the Joint Committee would be formed which would require further decisions to be made. Dates of the meetings of the Joint Committee and further related information would be provided to Members in due course. The Joint Committee would operate until the Shadow Unitary Authority first met which would be in May 2027.

It was pointed out that the date of the All Members' Briefing in July 2026 should have been listed for 8th July (a Wednesday) rather than 11th July (which was a Saturday).

Having considered the timetable of meetings proposed by the Corporate Finance & Governance Portfolio Holder and to enable the timetable of meetings to be submitted to the Annual Meeting of the Council for approval and adoption, in accordance with the Council's Constitution:-

It was moved by Councillor Stephenson, seconded by Councillor Scott and:-

RESOLVED that –

- (a) the timetable of meetings for the Council and its Committees, as set out in the Appendix to the report (A.8), be agreed, in principle, subject to the correction of the date of the All Members' Briefing in July 2026, and be submitted to the Annual Meeting of the Council for formal approval; and
- (b) the proposed dates for formal meetings of the Cabinet, the All Members' Briefings and Councillor Development Sessions be noted.

127. CABINET MEMBERS' ITEMS - REPORT OF THE CORPORATE FINANCE & GOVERNANCE PORTFOLIO HOLDER - A.9 - ANNUAL CAPITAL AND TREASURY STRATEGY 2026/27 (INCLUDING PRUDENTIAL AND TREASURY INDICATORS)

Cabinet considered a report of the Corporate Finance & Governance Portfolio Holder (A.9) which sought its agreement of the Annual Capital and Treasury Strategy for 2026/27 (including Prudential and Treasury Indicators) for submission to Full Council on 31 March 2026.

Cabinet was reminded that the Local Government Act 2003 and supporting regulations required the Council to set out its treasury strategy for borrowing, and to prepare an Annual Investment Strategy (as required by Investment Guidance subsequent to that Act) that set out the Council's policies for managing its investments and for giving priority to the security and liquidity of those investments, "having regard" to the Chartered Institute of Public Finance and Accountancy's (CIPFA) Prudential Code and the CIPFA Treasury Management Code of Practice. Revised editions of both documents had come into force in 2023/24.

It was reported that the Capital Strategy continued to be combined with the Treasury Strategy into one document, which was required to be updated / approved annually. The proposed Annual Capital and Treasury Strategy for 2026/27 was set out in Appendix A2 to the Portfolio Holder's report (A.9) and it continued to reflect the various changes set out in the latest Codes mentioned above.

Members were informed that the Capital Strategy element of the combined document covered the various elements surrounding capital investment decisions and the key criteria that investment decisions should be considered against.

The Treasury Strategy element of the combined document covered the various elements that satisfied the requirements of the various codes that governed the borrowing and investment activities of the Council and had been prepared in the light of advice received from the Council's Treasury advisors and reflected the latest codes and guidance.

Cabinet was made aware that Prudential and Treasury indicators had been included as an Annexe to the combined strategy and had therefore been included within Appendix A2.

Members were advised that, under the Prudential Code, the Council had freedom over capital expenditure if it was prudent, affordable and sustainable. The Prudential Indicators either measured the expected activity or introduced limits upon the activity and reflected the underlying capital appraisal systems and enabled the Council to demonstrate that it was complying with the requirements of the Prudential Code.

Cabinet was reassured that the Council's investments would be undertaken in accordance with its Treasury Management Practices (TMPs).

Cabinet was informed that, following on from comments made last year, the Strategy now acknowledged potential obligations that would be placed on the Council due to the emerging legislation around Local Government Reorganisation (LGR).

Members were cognisant that the Annual Capital and Treasury Strategy for 2026/27, including Prudential and Treasury Indicators, had been approved by the Corporate Finance and Governance Portfolio Holder on 2 March 2026 for consultation with the Resources and Services Overview and Scrutiny Committee.

The Resources and Services Overview and Scrutiny Committee had duly considered the Strategy at their meeting held on 10 March 2026, and following such consideration, the Committee had resolved:-

"That the Committee notes the Annual Capital and Treasury Strategy 2026/27 and endorses its approval by Cabinet."

To support the process of ensuring that a Capital and Treasury Strategy for 2026/27 could be considered / approved by Full Council before the start of the 2026/27 financial year:-

It was moved by Councillor Stephenson, seconded by Councillor Barry and:-

RESOLVED that Cabinet –

- a) notes the contents of the report previously considered by the Portfolio Holder for Corporate Finance and Governance in making his previous executive decision on this matter, as attached as Appendix A1 to report A.9 and the supportive comments from the Resources and Services Overview and Scrutiny Committee; and
- b) agrees that the Annual Capital and Treasury Strategy for 2026/27 (including Prudential and Treasury Indicators), as attached within Appendix A2 to report A.9, be submitted to Council for its formal approval.

128. CABINET MEMBERS' ITEMS - REPORT OF THE ECONOMIC GROWTH, REGENERATION & TOURISM PORTFOLIO HOLDER - A.10 - LOCAL REGENERATION FUND: PROCUREMENT UPDATE AND NEXT STEPS

Cabinet considered a comprehensive report of the Economic Growth, Regeneration & Tourism Portfolio Holder (A.10) which:-

- (i) updated Cabinet on the outcome of progress of the Local Regeneration Fund (LRF) schemes, delivering significant regeneration projects in the District's town centres incorporating:
 - Carnarvon Terrace in Clacton-on-Sea (formerly Levelling Up Fund (LUF)): 28 homes, re-provided multi-storey car park, commercial space and public realm; and
 - Homes for Dovercourt (formerly Capital Regeneration Projects (CRP1)): including town centre car park improvements at Milton Road and eight new social homes on Victoria Street;
- (i) recommended next steps in taking the projects forwards and confirmed Cabinet's continuing commitment to delivering the schemes; and
- (ii) sought authority to grant two unilateral undertakings (UU) to the Planning Authority:
 - to secure obligations relating to the Recreational Disturbance Avoidance and Mitigation Strategy (RAMS) in relation to the Victoria Street development; and
 - to update the UU for Carnarvon Terrace to reflect its delivery as 100% affordable housing.

It was reported that, in accordance with previous decisions of the Cabinet, procurement exercises had been undertaken on the TDC-led schemes in late 2025, which had been unsuccessful as only single bids had been received, and which had not adequately demonstrated value for money. Following this, a new approach had been developed, utilising recent changes in procurement legislation.

This approach had been tested with the market in February 2026 through a 'Pre-Market Engagement' exercise. This exercise had –

- *demonstrated strong interest from the market in the projects, largely from regional medium scale organisations;*
- *established support for the revised procurement approach, which targeted an open process, rather than frameworks, as in the previous unsuccessful attempt, and two stage procurement; and*
- *provided detailed feedback on the project programme and budget, including value engineering opportunities.*

Next steps

Cabinet was cognisant that delivery of significant regeneration projects of this scale presented challenges to the developer with risks including financial, programme and quality. The level of risk reduced as the project moved through delivery but remained significant at this stage until a contractor was secured for construction. Bearing this in mind, the outcomes of the aforementioned Pre-Market Engagement offered the Council the confidence to move forwards with the projects by suggesting a likelihood of success of a future procurement exercise and the deliverability of the schemes within the existing funding envelope. Risks attached to the funding envelope would be further reduced once an award of contract had been made.

What changes are proposed to the schemes?

Members were informed that alterations to the scheme had been considered as part of the re-procurement strategy, including where value engineering could support value for money and ensuring the projects were deliverable within the available funding.

The general principle was to seek simplification and savings whilst retaining the overall design concept and layout of the schemes, as set out within the funding and planning consent. This meant changes were limited to material and non-material amendments. Key alterations were as follows:

- delivering Carnarvon Terrace as a 100% affordable housing scheme had the potential to deliver savings by delivering economies of scale through more standardised unit layouts;
- refining material specifications to target durability and longevity, using off-the-shelf where possible to drive savings without compromising quality;
- working with the main contractor and local supply chains to take advantage of simplified structural solutions, informed by more a more detailed understanding of site conditions following the demolition of the derelict structure at 20 Victoria Street.

Management & operation of Carnarvon Terrace

Cabinet was reminded that the planning consent set out that the 28 housing units at Carnarvon Terrace would be 40% affordable rent, 60% market rent, in line with the Council's policies in the adopted District Local Plan.

For this to be operated, market rent would need to be managed by a Registered Provider (RP). Engagement with RPs had demonstrated that they would only be able to operate the asset as 100% affordable and there was no interest in operating a mixed tenure scheme at this time. If the asset was 100% affordable, this could be managed directly by the Council, which eroded the benefit of entering an agreement with an RP, which was not an approach the Council had taken on any other sites to date.

Members recalled that a mixed tenure scheme had been originally supported because of the mixed community this would offer. An alternative way to ensure a level of diversity within the residents was to have a broader mix of unit sizes, which was possible through rationalising the floor layouts.

Victoria Street had been designed as 100% affordable housing from the outset, and as the land was bought for housing delivery, the land was already held within the HRA.

It was also highlighted that, as part of developing the project, it had been recognised that sales provided from the originally planned mix of tenure would have acted as a potential contingency sum and therefore would partly have 'underwritten' the financial risks associated with the scheme. By potentially moving to a 100% affordable housing scheme held within the HRA, this option would no longer be applicable.

Further investigation / review of this potentially revised approach was therefore required alongside the wider activities e.g. the outcome of the tender process. All elements of the scheme therefore needed to be considered collectively as part of taking a robust / value for approach forward to delivery. However, at this stage, it was helpful to consider an 'in principle' approach to enable the project to be further developed with an underlying policy direction, which was reflected within the Portfolio Holder's recommendations.

Having duly considered the reasoning behind the report's recommendations together with the alternative options available; all as detailed within the Portfolio Holder's report (A.10):-

It was moved by Councillor Stephenson, seconded by Councillor Baker and:-

RESOLVED that Cabinet formally –

- a) approves progressing the Carnarvon Terrace and Homes for Dovercourt projects and reiterates the Council's commitment to the delivery of the schemes whilst recognising the ongoing delivery risks;
- b) approves an underlying policy direction and associated 'in principle' approach that the tenure mixes of the housing at Carnarvon Terrace be 100% socially rented and for the future management of the scheme to be led directly by the Council, subject to a future full report to Cabinet;
- c) notes the omission from the Carnarvon Terrace budget of £390,000 of grant funding previously identified for Electric Vehicle charging and reported to Cabinet as not secured, for reasons of feasibility attached to the funding terms and conditions;
- d) notes the value engineering underway and authorises the Portfolio Holder for Economic Growth, Regeneration and Tourism, in consultation with the Portfolio Holder for Housing and the Portfolio Holder for Leisure & Public Realm, to approve the submission of amendments to the planning consents as required, to the extent that amendments remain within the parameters of the Memorandum of Understanding with MHCLG and as approved by Cabinet to date;
- e) approves that the Council, in its capacity as landowner and developer, grants an Unilateral Undertaking (UU) to the Planning Authority to discharge the RAMS payment in lieu of a Section 106 agreement for obligations in relation to application reference 24/01911/FUL ("the Victoria Street Development"); and
- f) approves that an application is made to the Council's Planning Services for the Unilateral Undertaking (UU) dated the 15th July 2025 given by the Council in respect of planning permission reference 24/01890/FUL for the development at Carnarvon Terrace ('the Planning Permission') to be discharged and that a new replacement UU be entered into by the Council for the purposes of securing RAMS, Biodiversity Net Gain Monitoring fee, and 100% Affordable Housing in respect of the Planning Permission.

129. CABINET MEMBERS' ITEMS - REPORT OF THE ECONOMIC GROWTH, REGENERATION & TOURISM PORTFOLIO HOLDER - A.11 - COMMUNITY REGENERATION PARTNERSHIP: DEFRAYMENT AND NEXT STEPS ON WORK IN JAYWICK SANDS

Cabinet considered a comprehensive report of the Economic Growth, Regeneration & Tourism Portfolio Holder (A.11) which:-

- (i) updated Cabinet on progress on the Community Regeneration Partnership and the 'substantial start and commitment' achieved across the programme.

-
- (ii) recommended that Cabinet formally ended the Ten_05 Tudor Fields project and consolidated the funding into the Ten_09 Jaywick Sands Public Open Spaces project as one overall package, to better enable the funding in the area to be coordinated and achieve outcomes and objectives identified through public consultation for the benefit of the local community.
- (iii) Recommended that Cabinet, as part of the above, formally expanded the scope of the Ten_09 project to include investment into two areas of unregistered land, namely:-
- to repair the unadopted road Brooklands, to improve the condition and remove the danger to traffic; and
 - the Beach, to deliver new amenity supporting accessibility, connectivity, active travel and coastal economy.

The report reported, in detail, the following matters:-

- (1) progress made since the last report to Cabinet;
- (2) further reallocation of funding within the programme;
- (3) consolidation of projects in Jaywick Sands;
- (4) works to Brooklands road and Jaywick beach;
- (5) the next steps.

Having duly considered the reasoning behind the report's recommendations together with the alternative options available; all as detailed within the Portfolio Holder's report (A.11):-

It was moved by Councillor Stephenson, seconded by Councillor Baker and:-

RESOLVED that Cabinet formally –

- a) increases the budget of the Ten_09 Jaywick Sands Public Open Spaces project, to a total project budget of £4.5m, by ending the Ten_05 Tudor Fields project and consolidating its £1m remaining funding within Ten_09 Jaywick Sands Public Open Spaces;
- b) notes the substantial start made to all the remaining projects across the programme as set out in the milestones section below, and reiterates the Council's commitment to their delivery;
- c) having considered the public consultation and advice from the consultant team, including visual surveys, determines repairs are required to Brooklands Road to obviate danger to traffic and wishes to rely on section 230 of the Highways Act 1980 to repair an unadopted road, using the one-off external funding available, within Ten_09 allocation;
- d) authorises the Portfolio Holder for Economic Growth, Regeneration and Tourism and the Portfolio Holder for Leisure and Public Realm to determine the feasibility and cost of the repairs and progress, through the Senior Responsible Officer, the necessary operational requirements including consents and procurement of contractors, in consultation with Essex Highways;

- e) authorises the Portfolio Holder for Economic Growth, Regeneration and Tourism, in consultation with the Portfolio Holder for Housing and Planning, and the Portfolio Holder for Leisure and Public Realm, to approve the final list of projects to be delivered under Ten_09 Jaywick Public Open Spaces;
- f) reduces the budget for the Ten_11 Martello Tower E by £250,000 to £2.75m and increases the budget of Ten_12 Active Wellbeing Centre: Ride and Play by £250,000 to £4m to fund the opportunity to undertake roof works alongside the approved solar panel installation project;
- g) requires the Portfolio Holder for Economic Growth, Regeneration and Tourism to consult with the Portfolio Holder for Leisure and Public Realm, in addition to the Portfolio Holder for Housing and Planning, on any work funded by the Community Regeneration Partnership on land held within the Housing Revenue Account; and
- h) notes the previous executive decision taken by the Portfolio Holder for Economic Growth, Regeneration and Tourism to reallocate unspent grant funding under Ten_02 Community Transport Buses, thereby reducing the budget from £210,000 to £181,750, to the Ten_08 Shopfront Improvements project, increasing the budget from £700,000 to £728,250.

130. MANAGEMENT TEAM ITEMS - REPORT OF THE CORPORATE DIRECTOR (PLANNING AND COMMUNITY) - A.12 - PUBLICATION OF THE COUNCIL'S FIRST BNG REPORT FOR THE PERIOD FEBRUARY 2024 TO DECEMBER 2025

Cabinet considered a report of the Corporate Director (Planning and Community) (A.12) that informed it on how the Council had delivered its obligations under the Environment Act 2021 ("the Act") in respect of furthering its general Biodiversity Net Gain (BNG) objective ahead of the publication of its first report covering the period February 2024 to December 2025. The publication of the BNG report (as set out in Appendix A to the report) was a statutory obligation under the Act and represented a starting point for a future required 5-year report in 2030.

Members were reminded that biodiversity - short for biological diversity - was the variety of all living things, including plants, animals, bacteria, and fungi, and the ecosystems they formed in habitats.

BNG required most new developments of homes and businesses to deliver at least a 10% increase in biodiversity value compared to pre-development levels. It aimed to combat habitat loss ensuring development left the environment in a measurably better state for at least 30 years. BNG was a mandatory planning requirement that came into effect in February 2024; at first for major developments, and then in April 2024, for other, minor, development sites.

It was reported that all local authorities had to publish a BNG report. This was to communicate what Councils were doing to improve the environment and to show the positive changes they were making.

The general biodiversity objective was defined as:-

"...the conservation and enhancement of biodiversity in England through the exercise of functions in relation to England."

In complying with Sections 40(1) and (1A) of the Act, the authority must, in particular, have regard to—

- a) any relevant local nature recovery strategy, and
- b) any relevant species conservation strategy or protected site strategy prepared by Natural England.

This Council's first biodiversity report had to contain:-

- a) *a summary of the action which the authority has taken over the period covered by the report for the purpose of complying with its duties under section 40(1) and (1A) of the Environment Act 2021;*
- b) *a summary of the authority's plans for complying with those duties over the period of five years following the period covered by the report;*
- c) *any quantitative data required to be included in the report by regulations under subsection (8)(b), and*
- d) *any other information that the authority considers it appropriate to include in the report.*

The Council's first report had therefore looked at:-

- 1. each of its functions.
- 2. the actions taken to conserve and enhance biodiversity in the Tendring District.
- 3. areas where the Council could best conserve and enhance biodiversity.
- 4. the policies and objectives in place to enhance biodiversity in the District.

The Portfolio Holder for Housing and Planning made the following statement:-

"This report presents the Council's first Biodiversity Net Gain report, covering the period from February 2024 to December 2025, and I am pleased to formally move its publication.

The report fulfils a statutory obligation under the Environment Act 2021, demonstrating how the Council has discharged its duty to further the general biodiversity objective. Importantly, this is not simply a compliance exercise; it establishes a clear baseline and framework that will inform our future five-year reporting cycle, with the next full report due in 2030.

From a planning and housing perspective, the report provides transparency and clarity around how biodiversity considerations are being embedded alongside growth and development. As a planning authority, it is essential that we balance the delivery of much-needed homes with our responsibilities to protect and enhance the natural environment. This report shows how that balance is being approached in practice.

It also gives confidence to developers, residents, and partners that Tendring District Council is applying BNG in a structured, proportionate and policy-led way, aligned with national legislation and local priorities.

Leader, this report marks an important first step in a long-term process. It demonstrates good governance, transparency, and readiness for future reporting requirements.

There is a lot of information contained in the report to Cabinet, and within the actual BNG report, which is at Appendix A, and I encourage all to read it through.

I commend the report to Cabinet and formally move the recommendation, which is shown on Page 238 of our Agenda.”

Having duly considered the reasoning behind the report's recommendations together with the alternative options available; all as detailed within the Corporate Director's report (A.12):-

It was moved by Councillor Baker, seconded by Councillor Smith and:-

RESOLVED that the Biodiversity Net Gain Report 2024-2025, and the Biodiversity Net Gain Reporting Data which underpins it, be approved.

131. MANAGEMENT TEAM ITEMS - REPORT OF THE ASSISTANT DIRECTOR (CORPORATE POLICY & SUPPORT) - A.13 - OUTCOME OF THE COUNCIL'S CARNARVON TERRACE REGENERATION PROJECT TASK & FINISH GROUP

Cabinet recalled that, at the meeting of Council held on 14 August 2025, the work programmes for the two Overview and Scrutiny Committees had been approved. They had included, within the scope of the Community Leadership Overview and Scrutiny Committee to, in relation to the progress and implementation of the Carnarvon Terrace regeneration project, conduct overview and scrutiny of that project and make relevant formal comments / recommendations, as appropriate.

It was reported that, on 3 February 2026, a decision in the name of the Assistant Director (Corporate Policy & Support) had been published constituting the Carnarvon Terrace Regeneration Project Task and Finish Group and setting the date of 10 February 2026 for it to meet. Authority for that decision had derived from resolution (d) to minute 12 of the meeting of the Community Leadership Overview and Scrutiny Committee held on 29 July 2025. That provided for the aforementioned Assistant Director to be authorised, in consultation with the Chairman of the Community Leadership Overview & Scrutiny Committee, to make appointments to Task and Finish Groups and other necessary administrative arrangements.

In addition, the Community Leadership Overview and Scrutiny Committee, at its meeting held on 10 February 2026 (minute 40 referred) had authorised, in view of the restricted timescales involved, the Assistant Director (Corporate Policy & Support), in consultation with the Chairman of the Committee, to directly report to the Cabinet meeting to be held on 20 March 2026 the outcome of the Task and Finish Working Group's enquiry together with its recommendations and/or comments et cetera.

The Task and Finish Group had duly met on the evening of 10 February 2026 and had **AGREED** that Cabinet be informed that the Working Group –

- (a) welcomes the use of a pre-market engagement exercise and would advocate this as an ongoing procurement policy for TDC as a good way to ensure TDC's contract policies and specifications are sound going forward;*
- (b) supports the decision to end the initial procurement of the Local Regeneration Projects, including Carnarvon Terrace;*

- (c) *notes that lessons have been learned; and*
- (d) *acknowledges and endorses that the actions taken have protected the Council's reputation.*

The Task and Finish Group's final report was attached as an appendix to the Assistant Director's report (A.13).

Cabinet had before it the following formal response thereto submitted by the Portfolio Holder for Economic Growth, Regeneration & Tourism, which was read out at the meeting by the Leader of the Council:-

"I would like to thank the Task and Finish Group for their questions and engagement on the issue of the procurement of the Carnarvon Terrace scheme. I appreciate their support for the approach we have taken so far, and I fully endorse their view that pre-market engagement with contractors should be a key part of the procurement process on such a scheme. I am content to return to the Task and Finish Group at a future point to update them on progress."

Having considered the comments of the Carnarvon Terrace Regeneration Project Task and Finish Group and the formal response thereto of the Portfolio Holder for Economic Growth, Regeneration & Tourism:-

It was moved by Councillor Stephenson, seconded by Councillor Baker and:-

RESOLVED that the comments made by the Carnarvon Terrace Regeneration Project Task and Finish Group be noted, and that the response of the Economic Growth, Regeneration & Tourism Portfolio Holder thereto, be endorsed.

The Meeting was declared closed at 11.15 am

Chairman