



Essex County Council

Summons

To all Members of Essex County Council

You are hereby summoned to attend the meeting of the County Council to be held as shown below to deal with the business set out in the Agenda.

10:00	Tuesday, 13 December 2022	Council Chamber, County Hall, Chelmsford, CM1 1QH
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Gavin Jones
Chief Executive

Officer Support to the Council:

Sophie Campion, Senior Democratic Services Officer

Telephone: 03330131642

Email: Democratic.services@essex.gov.uk

Prayers The meeting will be preceded by Prayers led by The Reverend Canon Ivor Moody, Vice Dean and Canon Pastor, Chelmsford Cathedral and Workplace Chaplain, Essex County Council.

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Essex County Council and Committees Information

All Council and Committee Meetings are held in public unless the business is exempt in accordance with the requirements of the Local Government Act 1972. If there is exempted business, it will be clearly marked as an Exempt Item on the agenda and members of the public and any representatives of the media will be asked to leave the meeting room for that item.

The agenda is available on the [Essex County Council website](#) and by then following the links from [Running the Council](#) or you can go directly to the [Meetings Calendar](#) to see what is happening this month.

Attendance at meetings

Most meetings are held at County Hall, Chelmsford, CM1 1LX. [A map and directions to County Hall can be found on our website.](#)

Access to the meeting and reasonable adjustments

County Hall is accessible via ramped access to the building for people with physical disabilities. The Council Chamber and Committee Rooms are accessible by lift and are located on the first and second floors of County Hall.

Induction loop facilities are available in most Meeting Rooms. Specialist headsets are available from Reception.

With sufficient notice, documents can be made available in alternative formats, for further information about this or about the meeting in general please contact the named officer on the agenda pack or email democratic.services@essex.gov.uk

Livestreaming of meetings

In the interests of improving access to the Council's meetings, most meetings will be livestreamed on the [ECC Democracy YouTube Channel](#). Recordings of the meetings once they have finished are also available on the Channel.

Minutes of the Extraordinary Meeting of Full Council, held in the Council Chamber at County Hall, Chelmsford on Tuesday, 11 October 2022

Present: Chairman: Cllr Eddie Johnson
Vice-Chairman: Cllr Jill Reeves

Cllr Tony Ball	Cllr Dave Harris	Cllr Mark Platt
Cllr Lewis Barber	Cllr Anthony Hedley	Cllr Ross Playle
Cllr Susan Barker	Cllr Ivan Henderson	Cllr Chris Pond
Cllr Adele Brown	Cllr Jeff Henry	Cllr Stephen Robinson
Cllr Malcom Buckley	Cllr John Jowers	Cllr Peter Schwier
Cllr Graham Butland	Cllr Sam Kane	Cllr Lee Scordis
Cllr Simon Crow	Cllr David King	Cllr Lee Scott
Cllr Tom Cunningham	Cllr Dan Land	Cllr Laureen Shaw
Cllr Mark Durham	Cllr Sue Lissimore	Cllr Andrew Sheldon
Cllr Beverley Egan	Cllr Derrick Louis	Cllr Chris Siddall
Cllr Jane Fleming	Cllr Luke Mackenzie	Cllr Mick Skeels
Cllr Martin Foley	Cllr Mike Mackrory	Cllr Kerry Smith
Cllr Paul Gadd	Cllr Bob Massey	Cllr John Spence
Cllr Mike Garnett	Cllr Peter May	Cllr Wendy Stamp
Cllr Alan Goggin	Cllr Aidan McGurran	Cllr Mike Steel
Cllr Marie Goldman	Cllr Jaymey McIvor	Cllr Paul Thorogood
Cllr Ray Gooding	Cllr Louise McKinlay	Cllr Marshall Vance
Cllr Ian Grundy	Cllr Anthony McQuiggan	Cllr Lesley Wagland
Cllr Carlo Guglielmi	Cllr Dr Richard Moore	Cllr Chris Whitbread
Cllr Michael Hardware	Cllr James Newport	Cllr Andy Wiles

Not present but attended the meeting online (these members did not vote on any item):

Cllr Kevin Bentley	Cllr Mark Cory	Cllr June Lumley
Cllr Dave Blackwell	Cllr Paul Honeywood	Cllr Holly Whitbread

Chairman's Welcome and Introduction

The Chairman informed those present that the meeting would be broadcast live over the internet by way of the ECC Democracy YouTube Channel.

The opening remarks, together with the broadcast of the entire meeting may be

found on the [ECC Democracy YouTube Channel](#).

Prayers

The meeting was preceded by prayers led by The Reverend Canon Ivor Moody, Vice Dean and Canon Pastor, Chelmsford Cathedral and Workplace Chaplain, Essex County Council.

Cllr Eddie Johnson formally opened the meeting.

1. Apologies for Absence

Apologies for absence were received on behalf of Cllrs Barry Aspinell, Lynette Bowers-Flint, Jude Deakin, Michael Hoy, Clive Souter, Mark Stephenson and Mike Steptoe.

2. Appointment of an Honorary Alderman

The report to consider conferring the title of Honorary Alderman on individuals recommended as having rendered eminent service as past members was received.

It having been moved by Cllr Louise McKinlay and seconded by Cllr Ivan Henderson, and upon being put to the meeting the recommendation was unanimously agreed and accordingly it was

Resolved:

That, in accordance with section 249 of the Local Government Act 1972, the persons named below be appointed Honorary Alderman of the County of Essex:

- Mr Tony Durcan
- Mr Mick Page

3. Closure of Meeting

The meeting closed at 10.10am

A recording of the meeting is available as [a video on YouTube](#).

Chairman

Minutes of the meeting of the Full Council, held in the Council Chamber at County Hall, Chelmsford on Tuesday, 11 October 2022

Present: Chairman: Cllr Eddie Johnson
Vice-Chairman: Cllr Jill Reeves

Cllr Tony Ball	Cllr Dave Harris	Cllr Mark Platt
Cllr Lewis Barber	Cllr Anthony Hedley	Cllr Ross Playle
Cllr Susan Barker	Cllr Ivan Henderson	Cllr Chris Pond
Cllr Adele Brown	Cllr Jeff Henry	Cllr Stephen Robinson
Cllr Malcom Buckley	Cllr John Jowers	Cllr Peter Schwier
Cllr Graham Butland	Cllr Sam Kane	Cllr Lee Scordis
Cllr Simon Crow	Cllr David King	Cllr Lee Scott
Cllr Tom Cunningham	Cllr Dan Land	Cllr Laureen Shaw
Cllr Mark Durham	Cllr Sue Lissimore	Cllr Andrew Sheldon
Cllr Beverley Egan	Cllr Derrick Louis	Cllr Chris Siddall
Cllr Jane Fleming	Cllr Luke Mackenzie	Cllr Mick Skeels
Cllr Martin Foley	Cllr Mike Mackrory	Cllr Kerry Smith
Cllr Paul Gadd	Cllr Bob Massey	Cllr John Spence
Cllr Mike Garnett	Cllr Peter May	Cllr Wendy Stamp
Cllr Alan Goggin	Cllr Aidan McGurran	Cllr Mike Steel
Cllr Marie Goldman	Cllr Jaymey McIvor	Cllr Paul Thorogood
Cllr Ray Gooding	Cllr Louise McKinlay	Cllr Marshall Vance
Cllr Ian Grundy	Cllr Anthony McQuiggan	Cllr Lesley Wagland
Cllr Carlo Guglielmi	Cllr Dr Richard Moore	Cllr Chris Whitbread
Cllr Michael Hardware	Cllr James Newport	Cllr Andy Wiles

Not present but attended the meeting online (these members did not vote on any items):

Cllr Kevin Bentley	Cllr Mark Cory	Cllr June Lumley
Cllr Dave Blackwell	Cllr Paul Honeywood	Cllr Holly Whitbread

Chairman's Welcome and Introduction

The Chairman informed those present that the meeting would be broadcast live over the internet by way of the ECC Democracy YouTube Channel.

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1. Declarations of Interest

Members were reminded by the Chairman of the need to declare any interests and to do so immediately or at the start of the consideration of any relevant item of business.

2. Confirmation of the minutes of the meeting of Council held on 12 July 2022

Resolved:

That the minutes of the meeting held on 12 July 2022 be approved as a correct record and signed by the Chairman.

3. Public Speakers

The Chairman noted that there was one member of the public registered to speak, Mr Everett, a resident of Frinton-on-Sea.

1) Mr Everett, having been invited to speak, said:

‘Can the portfolio-holder for Highways Maintenance and Sustainable Transport let me know when the pavements in Frinton-on-Sea which were on the list I gave him in June will be repaired? At the time he promised these would be repaired. I have made multiple enquiries and complaints but to date only one of the pavements has actually been repaired although your system says that some of them have been repaired, when they have not.’

In response Cllr Lee Scott, Cabinet Member for Highways Maintenance and Sustainable Transport said:

‘As a County we have a footway network of 4,000 miles. Along with a vast network of over 5,000 miles of roads. Additionally we have 4,000 miles of public rights of way, 1,500 highway structures, 128,000 street lighting columns, so as I am sure you will see there is quite a lot to maintain.

When I visited you in June, and again during our Teams meeting in September, I advised that any repairs that were assessed as a risk to public safety will be completed straight away. Cosmetic defects are not treated in the same urgent way. All reported defects are risk assessed in accordance to our Highways Maintenance and Inspection Strategy, which is published online for your viewing. This sets out the principles for defect assessment and risk factor scoring that is used when we inspect all reported defects. I can confirm that this calendar year to date, we have completed 32 footway repairs in Frinton, and we have 9 upcoming repairs scheduled from the list

that you have put in, this was given to me by our officers and confirmed yesterday.

In answer to your question, all of the reported defects in the Frinton area are assessed as S3 or S4 defects. As such they will continue to be inspected and if they are dangerous will be repaired, if they are cosmetic, I can't make that promise. Any reported issues that are assessed as a risk to public safety that need to be made safe as an emergency will continue to be handled as such and we will attend to those.'

4. Chairman's Announcements and Communications

Her Late Majesty Queen Elizabeth II and His Majesty King Charles III

The Chairman spoke of his sadness to hear of the passing of Her Late Majesty Queen Elizabeth II and noted that the last time Members were together in the Chamber, the Council had marked her Platinum Jubilee and were now mourning her loss. The Chairman noted that many Members had met the Queen during her reign and had memories from that time. The Chairman informed Members that he had written on behalf of the Council to the Palace to express the sadness of their loss and to send good wishes to her children and our King.

At the invitation of the Chairman, members stood in silent remembrance of Her Late Majesty Queen Elizabeth II.

The Chairman thanked Members and officers for their work to ensure arrangements were in place and followed for mourning, the proclamation of the new King and supporting the process of arrivals for the funeral into the county. In particular he recorded his thanks to Karen Fitzpatrick and to Sue Youell, Ann Coldicott and Chris Smith and all those within MITIE and the Democracy Team for everything they had done.

The Group Leaders paid tribute to Her Late Majesty and wished His Majesty King Charles III the best for his reign.

Standards Training – new Code of Conduct

The Chairman reminded Members that the new Code of Conduct for Members had been launched and encouraged those Members who had not yet watched the training to do so. It was a requirement within the Code of Conduct that all Members complete the training and as the Code had some changes, it was important that the training be completed.

Corporate Parenting Pledge

The Chairman spoke of the importance of Corporate Parenting as a part of the role of a County Councillor and reminded Members that annually they are asked to sign a pledge as corporate parents. The Chairman invited

Councillor Beverley Egan, Cabinet Member for Children's Services and Early Years to speak on the pledge.

St Cedd's Day

The Chairman informed Members that St Cedd's Day was on 26 October and was also known as Essex Day as St Cedd is the Patron Saint of Essex. St Cedd was an Anglo-Saxon monk and bishop from the Kingdom of Northumbria. He however travelled to East Anglia and was said to have baptized King Swithhelm of Essex. The 26 October is known as St Cedd's Day or Essex Day to commemorate his death. The Chairman drew Members' attention to the fact that both names feature in the Council Chamber.

On 26 October, ECC social media accounts including Visit Essex would be sharing what attractions across Essex love about Essex and what they wish people from outside the county knew about Essex.

Awards

CIHT Young Professional of the Year for the East of England Region

The Chairman invited Cllr Lee Scott, Cabinet Member for Highways Maintenance and Sustainable Transport to speak on an award won by an individual, Ryan Honis, a Development Management Engineer for Essex Highways who had been awarded the CIHT Young Professional of the Year for the East of England Region.

Best Development Team – rural/suburban at the Inside Housing Awards

The Chairman invited Cllr Lesley Wagland, Cabinet Member for Economic Renewal, Infrastructure and Planning and Cllr Ray Gooding, Chairman of Essex Housing to speak on an award that Essex Housing had won, the award for Best Development Team – rural/suburban at the Inside Housing Awards.

Gold Award for the Defence Employer Recognition Scheme

At the invitation of the Chairman, Cllr Derrick Louis, Deputy to the Leader, presented the Gold Award for the Defence Employer Recognition Scheme to the Council.

Award for the Circular Economy team who won at the Local Authority Recycling Advisory Committee for a Comms Campaign they carried out called 'love your Periods'

The Chairman invited Cllr Malcolm Buckley, Cabinet Member for Waste Reduction and Recycling to speak about the Circular Economy team who had won at The Local Authority Recycling Advisory Committee for a Comms

Campaign they carried out called 'love your Periods' and for Team of The Year winners at the National Sustainability Awards 2022.

Award for The Essex Forest Initiative which has won a prestigious 'Green Apple Environment Award'

The Chairman invited Cllr Peter Schwier, Climate Czar, to speak on the Essex Forest Initiative which had won a prestigious Green Apple Environment Award, as part of a campaign to reward and promote environmental best practice around the world.

Award for the Community Rail Team who were winners of the Outstanding Contribution to Community Rail as the National Community Rail awards

At the invitation of the Chairman, Cllr Lee Scott, Cabinet Member for Highways Maintenance and Sustainable Transport, spoke about the Community Rail Team who were winners of the Outstanding Contribution to Community Rail at the National Community Rail awards.

The Chairman, on behalf of the Council, thanked and congratulated everyone who had worked hard to achieve these awards.

Gaia Installation

The Chairman informed Members that Essex County Council was sponsoring the major Gaia art installation in Chelmsford Cathedral over the next three weeks. This was due to open to the public the next day, however Cllrs Peter Schwier and John Spence had been able to arrange a limited observation of the installation that afternoon, for any Members wishing to take the opportunity on the rise of the meeting.

5. Petitions

The Chairman invited Cllr Lesley Wagland to present a petition regarding tackling speeding on Coxtie Green Road in Brentwood.

6. Executive Statements

At the invitation of the Chairman, Cllr Louise McKinlay, the Deputy Leader and Cabinet Member for Community, Equality, Partnerships and Performance and Cllr Chris Whitbread, Cabinet Member for Finance, Resources and Corporate Affairs gave a statement on 'The Autumn Budget Statement'.

The Executive Statement is [published on the ECC website](#) and the broadcast of the meeting may be found on the [ECC Democracy YouTube Channel](#).

7. Motions

1. Improving the County's Infrastructure

Moved by Cllr Chris Pond and seconded by Cllr Wendy Stamp:

'Council considers that there is a continuous need to improve the county's infrastructure, which is under constant pressure from new development. Council therefore instructs officers to be diligent in seeking to secure as many infrastructure improvements as possible via the planning system and in particular via infrastructure levies and planning obligation agreements; and calls upon local planning authorities to assist the County Council by ensuring as much is delivered as possible.'

It was moved by Cllr Lesley Wagland and seconded by Cllr Andrew Sheldon that the motion be amended to read:

'This Council considers that there is a continuous need to ensure that the county's infrastructure, which is under constant pressure from new development, keeps pace with this development in a way that balances the need to promote economic growth and provides housing for residents, whilst also recognising the vital role of the Greenbelt in protecting their quality of life and the environment.

This Council therefore:

1. Instructs officers to be diligent in seeking to secure as many infrastructure improvements as possible via the planning system and in particular via infrastructure levies and planning obligation agreements.
2. Calls upon local planning authorities to assist the County Council by ensuring as much is delivered as possible.
3. Calls upon Government to support Essex County Council in enabling the county's infrastructure to keep pace with new development as set out above.'

The amendment moved by Cllr Lesley Wagland and seconded by Cllr Andrew Sheldon was put to the meeting and was **carried** and became the substantive motion.

Having been put to the meeting the motion was **carried**.

2. Supporting Essex Residents and Business

Moved by Cllr Tom Cunningham and seconded by Cllr Lewis Barber:

'The combined effects of the Covid 19 Pandemic and Vladimir Putin's war in Ukraine have led to rising energy prices, with Essex residents and businesses facing significant cost pressures.

This council therefore welcomes the measures taken by Essex County Council to support residents and businesses with a package of measures including the following:

Allocating £9.4m of the Household Support Fund, including:

- **£4.2m** for food vouchers for children in school holidays.
- **£3.2m** for food vouchers for pensioners.
- **£1.3m** for the Essential living fund for general living expenses, furniture, household furnishings, white goods, clothing and other essential goods for people on low incomes.
- **£482,000** for support for unpaid carers, vulnerable adults and targeted family support delivered through trusted voluntary and community sector organisations and foodbanks to support children and their families.

Keeping families and individuals warm this winter by:

- Investing **£17m** in helping households improve their energy efficiency.
- Distributing **£600,000** from the Warm Homes Grant to help residents with energy efficiency.
- Through the new Community Winter Warmth and Welcome Programme, working with partners, community organisations and using our services to provide local and accessible places for winter warmth over the coming months. This includes a grant scheme to enable community groups to access small grants to put on activities.

Ensuring people have food on their tables and are eating well by:

- Investing an additional **£4.2m** to continue the Essex ActivAte Holiday Activity and Food Programme, providing families with a healthy meal, activity sessions and education on the importance of eating well and moving more.
- Supporting foodbanks and other food support groups through the Household Support Fund.
- Helping residents learn how to cook low-cost meals and giving them access to equipment to do so through 'Slow Cooker Clubs'.
- Investing up to **£500,000** to establish community supermarkets in Essex, starting with ECC's 6 priority levelling up areas.

Providing help with money management for residents by:

- Offering 14,000 residents easy access to free maths and finance training through the **£7.9m** Essex multiply initiative.
- Delivering free financial wellness sessions to Essex businesses and employers to support employees in being able to better manage their money and build financial confidence.
- Piloting financial wellbeing coaches in a number of parts of Essex, supporting 1,000 working families to manage their finances.
- Exploring the development of financial support tools and services for jobseekers and benefits claimants.

Providing information and guidance for residents by:

- Investing **£120,000** in the Citizens Advice network in Essex this year to assist them in supporting residents with information and advice.
- Investing **£50,000** to offer free legal advice thanks to a partnership with Central Law Community Interest Company.
- Working with Age Well East to help with information and advice for older people in relation to cost of living pressures.
- Through a partnership with UK Power Networks, create a Priority Service Register so vulnerable customers are supported quickly should there be any power disruption.

Looking after the wellbeing of our residents by:

- Investing **£6m** in the Essex Wellbeing Service to support residents across a range of wellbeing issues and day-to-day needs.
- Continuing to connect people and communities through the digital social movement 'United in Kind' which helps people connect with their community and foster neighbourly acts of kindness.

However, this Council believes that long term prosperity for the residents and businesses of Essex can only come by removing the barriers to enterprise and delivering economic growth.

This Council therefore welcomes the Government plans for Investment Zones and calls on Ministers to work in partnership with Essex County Council in developing Essex based Investment Zones, to drive opportunities for businesses to grow, creating new and better jobs for the residents of Essex.'

It was moved by Cllr Lee Scordis and seconded by Cllr Aidan McGurran that the motion be amended to read:

'The combined effects of the Covid 19 Pandemic, the Government's failure to freeze energy bills before the price cap rise and Vladimir Putin's war in Ukraine have led to rising energy prices, with Essex residents and businesses facing significant cost pressures.

This council therefore welcomes the measures taken by Essex County Council to support residents and businesses with a package of measures including the following:

Allocating £9.4m of the Household Support Fund, including:

- **£4.2m** for food vouchers for children in school holidays.
- **£3.2m** for food vouchers for pensioners.
- **£1.3m** for the Essential living fund for general living expenses, furniture, household furnishings, white goods, clothing and other essential goods for people on low incomes.
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- Through the new Community Winter Warmth and Welcome Programme, working with partners, community organisations and using our services to provide local and accessible places for winter warmth over the coming months. This includes a grant scheme to enable community groups to access small grants to put on activities.

Ensuring people have food on their tables and are eating well by:

- Investing an additional **£4.2m** to continue the Essex ActivAte Holiday Activity and Food Programme, providing families with a healthy meal, activity sessions and education on the importance of eating well and moving more.
- Supporting foodbanks and other food support groups through the Household Support Fund.
- Helping residents learn how to cook low-cost meals and giving them access to equipment to do so through 'Slow Cooker Clubs'.
- Investing up to **£500,000** to establish community supermarkets in Essex, starting with ECC's 6 priority levelling up areas.

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- Offering 14,000 residents easy access to free maths and finance training through the **£7.9m** Essex multiply initiative.
- Delivering free financial wellness sessions to Essex businesses and employers to support employees in being able to better manage their money and build financial confidence.
- Piloting financial wellbeing coaches in a number of parts of Essex,

supporting 1,000 working families to manage their finances.

- Exploring the development of financial support tools and services for jobseekers and benefits claimants.

Providing information and guidance for residents by:

- Investing **£120,000** in the Citizens Advice network in Essex this year to assist them in supporting residents with information and advice.
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- Working with Age Well East to help with information and advice for older people in relation to cost of living pressures.
- Through a partnership with UK Power Networks, create a Priority Service Register so vulnerable customers are supported quickly should there be any power disruption.

Looking after the wellbeing of our residents by:

- Investing £6m in the Essex Wellbeing Service to support residents across a range of wellbeing issues and day-to-day needs.
- Continuing to connect people and communities through the digital social movement 'United in Kind' which helps people connect with their community and foster neighbourly acts of kindness.

However, this Council believes that long term prosperity for the residents and businesses of Essex can only come by providing well paid jobs and tackling inequality across all of Essex.

This Council calls on government to reform business rates, keep the link of raising Universal Credit payments with inflation and pay carers and keyworkers a Real Living Wage.'

The amendment moved by Cllr Lee Scordis and seconded by Cllr Aidan McGurran was put to the meeting and was **lost**.

Having been put to the meeting the motion was **carried**.

3. Afghans, Ukrainians and the Housing Crisis

Moved by Cllr Mike Mackrory and seconded by Cllr David King:

'Essex County Council offers thanks to the generous Essex residents who offered their homes to host new residents from Ukraine and to others who have volunteered to support new residents from Afghanistan.

The Council notes that we need to ensure that if placements under the Homes for Ukraine scheme end for any reason that local authorities

work together to ensure that refugees are rematched with new hosts wherever possible.

This Council regrets that there are over 300 Afghans stuck in hotels around the county, some of whom have been there nearly a year, due to a lack of homes for them to rent. This Council believes that hotels, except for a short stay, are inappropriate housing for such a long period, in particular for the long-term wellbeing of children.

This Council notes the ongoing housing crisis in Essex, where there is a huge lack of affordable homes to rent or buy, meaning there are thousands of Essex residents who are currently homeless and being housed in emergency accommodation by the city, district, and borough councils.

Therefore, this Council asks the Leader of the Council to:

Work with the Borough, City and District councils to ensure that rematching works as effectively as possible.

Ensure that funding allocated by central Government for the Homes for Ukraine scheme is made available to all local authorities who are incurring costs with respect to the scheme, to reduce the risk of housing authorities having to locate and fund emergency accommodation for Ukrainians.

Request the Secretary of State at DLUHC to (a) redouble discussions with other Government departments to identify Government-owned land and property where Afghan families might be accommodated, and (b) support councils so that they can build substantial, extra numbers of genuinely affordable homes, whilst protecting the Green Belt, so that ALL residents of Essex can afford a decent home.'

It was moved by Cllr Louise McKinlay and seconded by Cllr Tom Cunningham that the motion be amended to read:

'Essex County Council thanks the generous Essex residents who offered their homes to host new residents from Ukraine and to others who have volunteered to support new residents from Afghanistan.

The Council has an expectation that, if placements under the Homes for Ukraine scheme end for any reason that local authorities need to work together to ensure that refugees are rematched with new hosts wherever possible.

This Council is disappointed that there are a number of Afghans still in hotels around the county and whilst this is for numerous reasons, believes that hotels, except for a short stay, are inappropriate housing for a long period, in particular for the long-term wellbeing of children.

This Council recognises the challenging housing situation in Essex, where there is a lack of affordable homes to rent or buy, meaning there are many Essex residents who are currently homeless and being housed in emergency accommodation by the city, district, and borough councils who have the statutory duty and funding for this. Therefore, this Council asks:

1. The Refugee Housing Taskforce to work with the ECC, Borough, City and District councils to ensure that rematching works as effectively as possible.
2. Borough, City and District councils to make timely cases to the finance sub group of the Tactical Coordination Group to ensure that funding allocated by central Government for the Homes for Ukraine scheme is made available to them when incurring costs with respect to the scheme, to reduce the risk of housing authorities having to locate and fund emergency accommodation for Ukrainians.
3. The Leader to work with the other Essex Council Leaders to request the Secretary of State at DLUHC to:
 - (a) redouble discussions with other Government departments to identify Government-owned land and property where families requiring short term housing might be accommodated, and
 - (b) support councils to deliver their Local Plans so that ALL residents can have a decent home in a way that balances the need to promote economic growth and provide housing for residents, whilst also recognising the vital role of the Greenbelt in protecting their quality of life and the environment.'

The amendment moved by Cllr Louise McKinlay and seconded by Cllr Tom Cunningham was put to the meeting and was **carried** and became the substantive motion.

Having been put to the meeting the motion was **carried**.

8. Adjournment

With the agreement of Council, the Chairman adjourned the meeting at 1:20pm. The meeting reconvened at 1:50pm.

9. ECC's approach and plans for improving health and wellbeing for Essex Residents

At the invitation of the Chairman, Cllr John Spence, Cabinet Member for Adult Social Care and Health, presented the report. The report fulfilled a commitment from an amended motion to Council in May 2022.

It having been moved Cllr John Spence and seconded by Cllr Lee Scott it was

Resolved:

That the report and all-member briefing on 10 October 2022 be noted.

10. Council Issues

At the invitation of the Chairman, Cllr Louise McKinlay presented the report and it having been moved by Cllr Louise McKinlay and seconded by Cllr Tony Ball it was

Resolved:

1. Constitutional Changes: attendance book

That Council agree to remove paragraph 16.13 of the Constitution as above and update the numbering of the Constitution accordingly.

2. Constitutional Changes: Chief Officers

That Council agree to update the list of chief officers in paragraph 4.3 of the Constitution to read as below :

4.3.1 Chief Executive

4.3.2 Executive Director, Children and Families

4.3.3 Executive Director, Corporate Services

4.3.4 Executive Director, Climate, Environment and Customer Services

4.3.5 Executive Director, Economy, Investment and Public Health

4.3.6 Executive Director, Adult Social Care

4.3.7 Executive Director, People and Transformation

3. Amendment to the Member Allowance Scheme for Co-opted members of the Pensions Strategy Board

That the final paragraph in 26.8 of the constitution be replaced with the following:

‘Any Co-Optee to the Pension Strategy Board who is not an employee, officer or member of their appointing organisation and who is not

otherwise entitled to payment for time spent on the role is entitled to claim an allowance in accordance with appendix 2 with respect to time spent attending meetings of the board and for such other duties as may from time to time be formally approved by the Pension Strategy Board.'

4. Review of 'written questions' pilot

1. That the trial is extended until the February 2023 meeting, bringing back a further report to the December meeting.
2. That paragraph 16.12 of the Constitution is amended by replacing the words 'until after the meeting of the Council on 11 October 2022' with 'until after the meeting of the Council on 13 December 2022'

5. Dates of forthcoming Council meetings

1. That the dates of Council meetings scheduled for Tuesday 13 December 2022 and Thursday 9 February 2023 remain unchanged.
2. That future Council meetings be scheduled on Tuesdays, 16 May 2023, 11 July 2023, 10 October 2023, 12 December 2023 and 13 February 2024.

11. Cabinet Issues

At the invitation of the Chairman, Cllr Louise McKinlay presented the report and it having been moved by Cllr Louise McKinlay and seconded by Cllr Tony Ball it was

Resolved:

To receive the list of urgent decisions taken and the minutes of the Cabinet meeting held on 19 July 2022.

12. Oral Questions of the Leader, Cabinet Member, chairman of a committee or the representative of the Essex Police, Fire and Crime Panel.

The oral questions and answers as part of the broadcast of the meeting may be found on the [ECC Democracy YouTube Channel](#).

The questions asked were:

Question asked by:	Question asked to:	Subject of the question
Cllr Dave Harris	Cabinet Member for Highways Maintenance and Sustainable Transport	Policy relating to repairs to concrete roads.

Question asked by:	Question asked to:	Subject of the question
Cllr Dave Harris	Leader / Deputy Leader	Buses to Stane park Colchester
Cllr Paul Thorogood	Cabinet Member for Waste Reduction and Recycling	Residual waste disposal.
Cllr Jamie McIvor	Cabinet Member for Devolution, the Arts and Culture	Duty to provide traveller sites.
Cllr Paul Thorogood	Deputy Leader	Investment Zones
Cllr Aidan McGurran	Cabinet Member for Highways Maintenance and Sustainable Transport	Pitsea streetlights
Cllr Aidan McGurran	Deputy Leader	Partner authorities and Everyone's Essex
Cllr Bob Massey	Cabinet Member for Highways Maintenance and Sustainable Transport	Visit to South Woodham Ferrers
Cllr Ivan Henderson	Cabinet Member for Highways Maintenance and Sustainable Transport	Withdrawal of bus services and notification of local members
Cllr Marie Goldman	Cabinet Member for Highways Maintenance and Sustainable Transport	Streetlights in Chelmsford City Centre
Cllr Andrew Sheldon	Cabinet Member for Highways Maintenance and Sustainable Transport	Flooding in Castle Point in 2021.
Cllr Andrew Sheldon	Cabinet Member for Highways Maintenance and Sustainable Transport	Roadworks at Sadlers Farm
Cllr Lee Scordis	Cabinet Member for Devolution, the Arts and Culture	Celebrations for Colchester's City Status
Cllr Lee Scordis	Cabinet Member for Highways Maintenance and Sustainable Transport	Footpaths in Colchester City Centre
Cllr Wendy Stamp	Cabinet Member for Highways Maintenance and Sustainable Transport	Highways emergency number
Cllr Wendy Stamp	Cabinet Member for Education Excellence, Life Long Learning and Employability	SEND facilities in the Dengie peninsula
Cllr Kerry Smith	Leader / Deputy Leader	Safety information campaign to residents
Cllr Kerry Smith	Cabinet Member for Highways Maintenance and Sustainable Transport	Highways in Basildon town centre.

13. Closure of Meeting

A recording of the meeting is available as [a video on YouTube](#).
The meeting closed at 2:35pm.

Chairman

Motions

Members have given notice that they intend to move the following motions in accordance with paragraph 16.8.2 of the Constitution:

The Courts have made it clear that the Public Sector Equality Duty applies to the Council when it is considering these motions, even if they are motions without legal effect. There is not a general requirement for an equality impact assessment but regard should be had to the equality duty when drafting and considering motions.

The equality duty requires Council to have due regard to the need to:

- (a) Eliminate unlawful discrimination, harassment and victimisation and other behaviour prohibited by the Act. In summary, the Act makes it unlawful to discriminate etc on the grounds of a protected characteristic.
- (b) Advance equality of opportunity between people who share a protected characteristic and those who do not.
- (c) Foster good relations between people who share a protected characteristic and those who do not including tackling prejudice and promoting understanding.

The protected characteristics are age, disability, gender reassignment, pregnancy and maternity, marriage and civil partnership, race, religion or belief, gender, and sexual orientation. The Act states that 'marriage and civil partnership' is not a relevant protected characteristic for (b) or (c) although it is relevant for (a).

1. Decline of the Highways in Essex

Moved by Cllr Lee Scordis and seconded by Cllr Ivan Henderson.

'This Council recognises that:

- 1. The current administration are running a policy of managed decline of our Highways.
- 2. We are investing less than half the annual amount required to just 'stay still'.
- 3. There is no money left for potholes.
- 4. We are likely to lose two vital link roads in Essex, and
- 5. The council faces extra costs from claims due to a failure to maintain our roads, which is likely to increase further with a policy of managed decline.

Therefore this council calls for;

- 1. The first Highways emergency to be declared, as Essex is unable to maintain its roads and footways to a safe or adequate standard.
- 2. That the Leader of the council writes to the Secretary of State for Transport requesting an urgent meeting to discuss the current financial black hole regarding Highways, and
- 3. That the Leader of the council writes to the new Chancellor opposing further cuts to local councils.'

2. ECC Transport Policy

Moved by Cllr Kerry Smith and seconded by Cllr Michael Hoy.

‘Council calls for an early LGA peer review of the county council's transport policies, to include consideration of arrangements with its strategic highways partner.’

3. Constructive Approach to Achieving Net Zero

Moved by Cllr Peter Schwier and Seconded by Cllr Holly Whitbread

‘This Council notes that the United Kingdom is leading the way on climate change, with 90 per cent of the world's economy covered by net zero targets, a significant increase from just one third before the UK's COP 26 presidency.

This Council is supportive of the UK Government's ambition to make this country a clean energy superpower and is proud of the UK's record on cutting greenhouse emissions.

This Council acknowledges our Climate Action and our ambitious £200 million Climate Action Plan which has seen Essex recognised as one of only 122 locations across the globe taking bold leadership on environmental action and transparency, despite the pressures of a challenging global economic situation.

However, this Council:

1. Is concerned by the impact of illegal protests on residents, threatening nationally important infrastructure.
2. Understands the need to act on the environment but believes that cooperation with the UK Government and residents is the right way to pursue our objectives.
3. Condemns all illegal protests organised by Just Stop Oil.
4. Commends the robust and timely action taken by Essex Police to minimise disruption.
5. Demands that Just Stop Oil end all illegal protest activities and work constructively alongside local and national government to achieve our net zero target.’

Agenda item 9 **Council Issues**

1. Review of ‘written questions’ pilot

- 1.1 In December 2021 the Council agreed a trial period during which written questions answered at the Council meeting were replaced with an electronic form by which members could ask written questions at any time, with the written answer being sent promptly to the member by email. Questions and answers being published on the Council's website in batches. The pilot was launched in January 2022.
- 1.2 Council now needs to decide whether or not to make this system permanent and remove the rules about written questions from the constitution entirely. All group leaders have been consulted and the proposal to make the system permanent is supported by group leaders. Accordingly, it is proposed to amend the constitution to remove the written questions process at council permanent.

Recommendation

- (i) Delete paragraphs 16.12.1 – 16.12.4 of the constitution
- (ii) Renumber paragraphs 16.12.5 – 16.12.7 and any cross references accordingly.
- (iii) That Council notes that the reason for the above changes is that there is an effective procedure for members to ask formal written questions of the Leader and Cabinet Members which provides published answers.

2. Public Questions at Council

- 2.1 The ability for members of the public to ask questions was introduced approximately eight years ago. The process has been generally working well but we are now faced with an increasing number of submissions of ‘questions’ which may be more accurately characterised as lengthy speeches on a topic of controversy with a question at the end. Some of the submissions can be intemperate and contain statements which are damaging to the reputations of people who cannot answer back at full council. In many cases we have been able to negotiate and agree alternative submissions with people making these questions.
- 2.2 The process was designed to allow the public to ask questions including, of course, difficult questions, but it was not designed to allow public a platform to make speeches attacking other people and bodies. We would not expect our members to make speeches of this nature as they are required to direct their speech to make it relevant. Further, under the written question for members

process the Chairman has had the right to edit questions asked by members for brevity. The Chairman does not currently have the right to amend questions asked by the public.

- 2.3 These issues have been discussed with group leaders. As a result it is proposed to introduce the right for the Chairman to exercise stricter controls over public questions; not to limit difficult questions but to ensure that members of the public are subject to rules which are broadly equivalent to the expectations upon members of the council. It is important to note that the new rules will not prevent the substance of any question from being asked, but they will restrict the way in which it is asked to reflect the standards of behaviour which we expect at our meetings.

Recommendation:

That Paragraph 16.12.8 of the constitution be replaced with the following renumbered paragraph:

16.12.4 Questions asked by Members of the Public

- (i) At every meeting of the Full Council there shall be a period of up to 30 minutes to enable members of the public to ask questions. A petition may be handed to the Chairman; but no other written statement or document may be handed up or circulated to the meeting.
- (ii) A member of the public may ask a question under this Standing Order only if it has been sent to the Head of Democracy and Transparency by email at:
democratic.services@essex.gov.uk
by no later than 10.30am seven days before the meeting. The Head of Democracy and Transparency may allow a question to be submitted in post by prior arrangement.
- (iii) No person may ask more than one question at any meeting and no more than one question may be submitted on behalf of any group or organisation.
- (iv) A question may be rejected if it:
 - (a) is not about a matter for which the Council has powers or duties;
 - (b) is defamatory, frivolous, vexatious or offensive;
 - (c) is substantially the same as a question put to a meeting in the previous six months;
 - (d) includes any confidential or exempt information or if the answer is likely to involve the disclosure of any confidential or exempt information; or
 - (e) is or is likely to be subject to separate appeal, adjudication, litigation, mediation or dispute resolution.

If a question is rejected under this Standing Order then the Council will provide a written explanation as to why it has been rejected.

- (v) The Chairman may edit any question submitted for brevity, to remove references to anybody or person which is not able to answer back at the meeting or to otherwise bring the question into order.
- (vi) Questions which have not been rejected will be set out in writing and circulated at the meeting.
- (vii) Questions shall normally be dealt with in the order in which notice was received. The Chairman may revise the order of questions if he considers it appropriate, for example to group together similar questions.
- (viii) At the appropriate time the Chairman will invite the person who gave notice of the question or, if the Chairman agrees otherwise, another person on their behalf, to ask the question. The person asking the question must be present at the meeting or the question will not be asked. A period of three minutes will be allowed for the question to be asked.
- (ix) There is no opportunity for a member of the public to make a statement or to ask a supplementary question. The question must be asked using the wording unless the question has been edited by the Chairman when the edited version must be used.
- (x) The relevant Member will respond to the question orally. Any answer may refer to published information.
- (xi) No other Member shall be permitted to speak.
- (xii) Any question of which proper notice has been given but which is not dealt with in the allotted time of 30 minutes will not be held over to the next meeting: after the meeting a written response will be given in the form in which the question was received.

3. ACCESS joint committee

- 3.1 The ACCESS joint committee which is the joint decision making body for the ACCESS pension fund pool has reviewed its constitution. We have been asked to agree a number of very minor changes. Since these changes affect the terms of reference of the joint committee they must be approved by full council.
- 3.2 The changes will have no significant impact on ECC's rights under the agreement and ECC has raised no objection to the changes. In summary the changes are:
 - (a) A right for the joint committee to issue non-binding advice to the local authority members of the pool
 - (b) A requirement that the person we appoint to the joint committee is a county councillor

- (c) New rules about substitutes
- (d) New rules about 'observers' to meetings to include an enhanced right for observers from the pension advisory board to attend items from which the press and public are excluded.

3.3 Accordingly it is recommended that Council agrees the recommendations set out below:

Recommendation:

- (i) Agree that the Council enters into a deed of variation with the ACCESS member authorities to reflect the changes to the decision making arrangements of ACCESS set out in (2) and (3) below.
- (ii) That the following changes be made to the ACCESS joint committee terms of reference and constitution in appendix 5 of the ECC Constitution:
- (iii) A new paragraph 4 of part 1 of the *terms of reference* be inserted as follows:

‘4 In consultation with the Councils, the Joint Committee shall have the ability to produce advisory guidelines for the Pool which describe the collectively aligned guidelines or policies of the Councils for engagement with existing and potential Pool Assets and Pool Aligned Asset providers and communication with other interested parties. Such guidelines will be periodically reviewed and updated by the Joint Committee in consultation with the Councils. Before consulting with the Councils on the guidelines, the Joint Committee shall consult with and consider the advice of the Section 151 Officers Group and, where requested, the Monitoring Officers and from appropriate professional advisers. Any guidelines for the Pool must not go beyond the policies already in place by each Administering Authority and will not supersede or replace the Investment Strategy Statement or policies of each Administering Authority.’
- (iv) Paragraph 1 of part 1 of the *constitution* of the joint committee shall be deleted and replaced with the following wording:

‘1. The Joint Committee shall consist of one elected councillor appointed by each Council. The member so appointed must be an elected councillor of the appointing Council and be a serving member of the committee which discharges the functions of that Council as pension administering authority.’
- (v) Paragraph 2 of part 1 of the *constitution* of the joint committee shall be deleted and replaced with the following wording:

- ‘2. Each Council may appoint a substitute. Any such substitute must either meet the eligibility requirements in paragraph 1 or be an elected councillor of another council and serving as a member of the committee of a Council which discharges the functions of that Council as pension administering authority (established under Section 101 of the Local Government Act 1972). The substitute may attend any meeting of the Joint Committee or any of its sub-Committees in place of that Council's principal member appointed under paragraph 1 above if notice that the substitute will attend is given to the Secretary of the Joint Committee by the Council concerned.’
- (vi) The second sentence of paragraph 5 of part 1 of the *constitution* of the joint committee shall be replaced with the following:
- ‘Any member who ceases to meet the eligibility criteria in paragraph 1 or 2 (as appropriate) shall automatically cease to be a member of the Joint Committee.’
- (vii) Paragraph 22 of part 2 of the *constitution* of the Joint Committee shall be shall be deleted and replaced with the following text:
- ‘22 ACCESS FOR ELECTED MEMBERS OF THE COUNCILS; LOCAL PENSIONS BOARDS AND OTHER OBSERVERS ("OBSERVERS")
- ‘22.1 Any elected member of the Councils who is not a member of the Joint Committee may speak at a meeting of the Joint Committee if the Chairman of the Joint Committee invites him or her to do so but an elected member of the Councils who is not a member of the Joint Committee shall not be entitled to vote at a meeting of the Joint Committee.

Local Pensions Board Observers

- 22.2 The Joint Committee shall invite Observers from the local pensions boards appointed under section 5 of the Public Service Pensions Act 2013 from each of the Councils to attend meetings of the Joint Committee on such basis as it thinks fit, which shall be reviewed by the Joint Committee from time to time. Such persons shall not be subject to the provisions of paragraph 23.1 below (the power to exclude members of the public in accordance with Part V A of the Local Government Act 1972).
- ‘22.3 Notice of Joint Committee Meetings shall be given by the Secretary to such Observers who are nominated in accordance with paragraph 22.2 above under paragraph 17, including details of the business to be transacted and such reports as are available. Such Observers shall receive copies of the minutes provided to members of the Joint Committee in accordance with paragraph 21.1 and 21.2.

‘22.4 Observers who attend meetings of the Joint Committee shall not be entitled to vote, nor may they speak unless invited to do so by the Chairman.

Other Observers

‘22.6 Any other member of a Council's pensions committee established under Section 101 of the Local Government Act 1972 may attend a meeting of the Joint Committee at the discretion of the Chairman in the capacity of an Observer. Such persons shall not be entitled to vote, nor may they speak unless invited to do so by the Chairman. Such persons shall not be subject to the provisions of paragraph 23.1 below (the power to exclude members of the public in accordance with Part VA of the Local Government Act 1972). Notice of Joint Committee Meetings shall be given by the Secretary to such persons under paragraph 17. Such persons shall receive copies of the minutes provided to members of the Joint Committee in accordance with paragraph 21.1 and 21.2.’

- (viii) That the terms of reference of the Section 151 officers' group which supports the ACCESS joint committee (and which is not included in the ECC constitution) be amended by addition of a new paragraph 2.9 as follows:

‘2.9 Reviewing and advising on any proposed guidelines for the Pool.’

The Leader's Report of Cabinet Issues

This report is

- a) To note decisions that have been taken as urgent key decisions, not on the forward plan (Constitution para 19.17), or non-key decisions exempt from call-in on the grounds of urgency as attached as appendix 1 to the report since the last meeting of Council on 11 October 2022; and
- b) To receive the minutes of the Cabinet meetings held on 18 October 2022 and 15 November 2022 attached to the report as appendix 2.

Recommendations

To receive the list of urgent decisions taken and the minutes of the Cabinet meetings held on 18 October 2022 and 15 November 2022.

Urgent Decisions

Part 1: Key decisions taken with less than 28 days prior notice.

The following decision was taken after giving five clear days' notice to the Chairman of the Corporate Policy and Scrutiny Committee because it was not practicable to give the full 28 days notice. The notice to the Chairman was also published on the Council's website.

DATE PUBLISHED	CABINET MEMBER	TITLE OF DECISION	REFERENCE NUMBER
14 November 2022	Cllr John Spence	Procurement of a new Integrated Community Equipment Service contract for 2023–2028 – proposed changes in procurement approach	FP/547/11/22

Part 2: Decisions Exempt from Call-in

The following decisions were taken which were either not key decisions or where prior notice was given, but the Chairman of the Corporate Policy and Scrutiny Committee agreed that it was in the best interests of the Council for the decision to be implemented urgently and the decision was therefore exempted from call-in.

DATE PUBLISHED	CABINET MEMBER	TITLE OF DECISION	REFERENCE NUMBER
14 November 2022	Cllr John Spence	Procurement of a new Integrated Community Equipment Service contract for 2023–2028 – proposed changes in procurement approach	FP/547/11/22
14 October 2022	Cllr Kevin Bentley	Investment Zones Expression of Interest Submission (Note: this decision was not published)	FP/535/10/22

Minutes of a meeting of the Cabinet that took place in the Council Chamber at County Hall on Tuesday 18 October 2022

Present:

Councillor	Cabinet Member Responsibility
Councillor K Bentley	Leader of the Council (Chairman)
Councillor M Buckley	Waste Reduction and Recycling
Councillor G Butland	Devolution, the Arts, Heritage and Culture
Councillor B Egan	Children's Services and Early Years
Councillor Lee Scott	Highways Maintenance and Sustainable Transport
Councillor J Spence	Health and Adult Social Care
Councillor L Wagland	Economic Renewal, Infrastructure and Planning

Councillors M Durham, M Mackrory, M Platt, P Schwier and L Shaw were also present. Councillors A McGurran (substituting for Councillor I Henderson), A Goggin and D King attended remotely, via Zoom.

1. Membership, Apologies, Substitutions and Declarations of Interest.

The report of Membership, Apologies and Declarations was received and the following were noted:

1. There had been no changes of membership since the last report.
2. Apologies for absence had been received from Councillors Tony Ball, Cabinet Member for Education Excellence, Lifelong Learning and Employability, Louise McKinlay, Deputy Leader and Cabinet Member for Community, Equality, Partnerships and Performance, Christopher Whitbread, Cabinet Member for Finance, Resources and Corporate Affairs and Councillor Ivan Henderson, Leader of the Labour Group, for whom Councillor Aidan McGurran (attending via Zoom) was substituting.

Nicole Wood, Executive Director, Finance and Technology, was attending in place of Gavin Jones, Chief Executive.

3. There were no declarations of interest.

2. Minutes: 19 July 2022

The Minutes of the previous meeting, held on 19 July 2022, were approved as a correct record and signed by the Chairman.

3. Questions from the public

None.

4. 2022-23 Financial Overview as at the Half Year Stage (FP/304/02/22)

The Cabinet received a report setting out the current forecast financial position of Essex County Council's (ECC) revenue and capital budgets as at the half year stage of the 2022/23 financial year.

In introducing the report, the Leader of the Council referred to a textual amendment to recommendation 2.1 ii, which ensured that the reason quoted for bus service operator losses was consistent with that provided elsewhere in the report (i.e. reduced patronage). This is reflected in resolution 1ii below.

The Leader expressed thanks to all Council staff for their efforts to manage the increasing financial pressures being faced by the Council.

The Leader responded to questions from Councillors King and McGurran in relation to:

- A request, which the Leader agreed, to share with all political groups information on issues associated with the budget, including certain of the assumptions behind it and the Council's likely position in relation to the Prudential Indicators.
- Clarification of the explanation for bus service operator losses, as set out above.

Resolved:

1. To draw down funds from reserves as follows:

- i. **£2.7m** from the Covid Equalisation Reserve to the following portfolios due to Covid related expenditure: Adult Social Care and Health portfolio **£1.7m**, Community, Equality, Partnerships and Performance RSSS portfolio **£501,000**, Finance, Resources and Corporate Affairs RSSS portfolio **£211,000**, Highways Maintenance and Sustainable Transport portfolio **£179,000** and Leader RSSS portfolio **£70,000**. Further detail can be found in section 5 (sections 5.1.v, 5.13.ii, 5.15.iii, 5.9.iii and 5.16.ii)
- ii. **£1.8m** from the Transformation Reserve to the following portfolios: Highways Maintenance and Sustainable Transport portfolio; **£850,000** mitigating the Local Highways Panels saving included within the Medium Term Resource Strategy (MTRS) and **£917,000** to reimburse bus service operator losses related to reduced patronage as per FP/437/06/22 (section 5.9.iii). **£25,000** to the Community, Equality, Partnerships and Performance RSSS portfolio relating to Experian Licences (section 5.13.ii)
- iii. **£550,000** from the Adult Social Care Risk Reserve to the Adult Social Care and Health portfolio relating to short stay isolation beds for older adults (section 5.1.v)

- iv. **£344,000** from the Children's Transformation Reserve to the Children's Services and Early Years portfolio for the Tendring Multi-Disciplinary Team to continue funding the pilot project in that region. (section 5.2.iii)
- v. **£384,000** from the Adults Transformation Reserve to the Adult Social Care and Health portfolio relating to costs for Business Support posts **£302,000** and Transforming Community Care and Dementia (TCCD) **£82,000** (section 5.1.v)
- vi. **£68,000** from the Community Initiatives Fund Reserve to the Community, Equality, Partnerships and Performance portfolio to fund payments to community groups that have been awarded small grants (section 5.3.iii)

2. To appropriate funds to reserves as follows:

- i. **£1.4m** to the Carry Forward Reserve for use in 2023/24 from the following portfolios:
 - Other Operating Costs **£600,000** (section 5.12.ii)
 - Devolution, the Arts, Heritage and Culture **£400,000** (section 5.4.ii)
 - Finance, Resources and Corporate Affairs RSSS portfolio **£232,000** (section 5.15.iii)
 - Highways Maintenance and Sustainable Transport **£86,000** (section 5.9.iii)
 - Community, Equality, Partnerships and Performance RSSS **£60,000** (section 5.13.ii)
 - Community, Equality, Partnerships and Performance **£50,000** (section 5.3.iii)
- ii. **£1.8m** from the Transformation Reserve to the following portfolios:
 -
- iii. **£535,000** to the Technology and Digitisation Reserve from the Finance, Resources and Corporate Affairs RSSS portfolio to support future work relating to the Cloud Modernisation Programme (section 5.15.iii)
- iv. **£260,000** to the Reserve for Future Capital Funding from the Finance, Resources and Corporate Affairs portfolio for the lift replacement costs within the Commercial Property portfolio (section 5.8.iii)
- v. **£118,000** to the Private Finance Initiatives (PFI) Equalisation Reserves from the Education Excellence, Lifelong Learning and Employability portfolio in relation to the Debden PFI (section 5.7.iii)
- vi. **£94,000** to the Transformation Reserve from the Finance, Resources and Corporate Affairs RSSS portfolio towards the Workforce Strategy project (section 5.15.iii)

3. To approve the following adjustments:

- i. Vire **£47,000** from the Highways Maintenance and Sustainable Transport portfolio to the Leader RSSS portfolio for a Highways Communications officer (sections 5.9.iii and 5.16.ii)
- ii. Vire **£36,000** from the Economic Renewal, Infrastructure and Planning portfolio to the Highways Maintenance and Sustainable Transport portfolio to fund a secondment from Development Management to the Transport Strategy and Engagement Team (sections 5.5.iii and 5.9.iii)
- iii. Amend the capital budget as shown in Appendices C (i) and C (ii) which allows for capital slippage of **£33m**, with £27.1m slipped into 2023/24, £4.7m into 2024/25 and £1.2m into 2025/26. Capital budget additions of **£20.4m**, capital budget reductions of **£14.9m** and advanced works of **£5.2m** (£13.4m to be advanced from 2026/27, £904,000 from 2023/24, £5.2m into 2022/23, £5.6m into 2024/25 and £3.5m into 2025/26) (see section 7.2).

5. Better Care Fund Plan 2022-23 (FP/482/08/22)

The Cabinet received a report seeking adoption of the 2022-23 Better Care Fund Plan for Essex and agreement of the delegation to vary the related Section 75 agreements to reflect the Plan once agreed.

Councillor Spence, Cabinet Member for Health and Adult Social Care responded to questions from Councillors Mackrory and McGurran in relation to:

- Whether there could be any guarantee that the aim to improve service effectiveness through development of a more integrated approach would be achieved more successfully than when similar commitments had been given in the past.
- The measures in place for contract monitoring.
- Why the Council did not require domiciliary care providers to pay staff the National Living Wage in an effort to improve recruitment and retention.
- What the Council is doing to make sure that care providers allocate sufficient time for care visits to enable staff to complete all the required tasks in the time allowed.

Resolved:

1. Agreed to adopt the Better Care Fund Plan for Essex in the form appended to report FP/482/08/22.
2. Agreed to authorise the Executive Director for Adult Social Care to vary the related Section 75 agreements to reflect the agreed Plan.

**6. Decisions taken by or in consultation with Cabinet Members
(FP/504/09/22)**

The report was noted.

7. Date of the next meeting

The next meeting of the Cabinet was scheduled at 10.15am on Tuesday 15 November 2022 at County Hall, Chelmsford, CM1 1QH.

9. Urgent Business

There was no urgent business.

There being no further business, the meeting closed at 10.50pm.

**Chairman
15 November 2022**

Minutes of a meeting of the Cabinet that took place in the Council Chamber at County Hall on Tuesday 15 November 2022

Present:

Councillor	Cabinet Member Responsibility
Cllr Kevin Bentley	Leader of the Council (Chairman)
Cllr Louise McKinlay	Deputy Leader and Cabinet Member for Community, Equality, Partnerships and Performance (via Zoom)
Cllr Malcolm Buckley	Waste Reduction and Recycling
Cllr Beverley Egan	Children's Services and Early Years
Cllr Lee Scott	Highways Maintenance and Sustainable Transport
Cllr John Spence	Health and Adult Social Care
Cllr Chris Whitbread	Cabinet Member for Finance, Resources and Corporate Affairs

Cllrs Mark Durham, Mike Mackrory, Mark Platt, Peter Schwier, Alan Goggin, Ian Grundy, Anthony McQuiggan, Marshall Vance, Bob Massey, Carlo Guglielmi and Laureen Shaw were also present. Cllrs Chris Pond and David King attended remotely, via Zoom.

1. Membership, Apologies, Substitutions and Declarations of Interest.

The report of Membership, Apologies and Declarations was received and the following were noted:

1. There had been no changes of membership since the last report.
2. Apologies for absence had been received from Councillors Tony Ball, Cabinet Member for Education Excellence, Lifelong Learning and Employability, Graham Butland, Cabinet Member for Devolution, the Arts, Heritage and Culture and Lesley Wagland, Cabinet Member for Economic Renewal, Infrastructure and Planning.
3. There were no declarations of interest.

2. Minutes: 18 October 2022

The Minutes of the previous meeting, held on 18 October 2022, were approved as a correct record and signed by the Chairman.

3. Questions from the public

None.

4. Integrated Health and Justice Service Contract Extension (FP/508/09/22)

The Cabinet received a report seeking agreement to extend the contract for the Integrated Health and Justice Service for two years beyond the expiry of

the current contract on 31 March 2023. The extension would commence on 1 April 2023 and run for 24 months, at a total cost of £7, 969,000.

The Cabinet Member for Health and Adult Social Care responded to questions from Councillors Mackrory, Henderson, Pond and King in relation to:

Some incomplete wording at paragraph 4.2 in respect of the Council's ambition to be net carbon neutral by 2030;
The deployment of staff in custody settings;
The nature of the issues in some parts of the operation described at paragraph 3.8;
How this provision sat within the wider justice landscape with regard to general offending, rather than reoffending;
The effectiveness of the provision with regard to preventing reoffending; and
The possibility of expanding the provision.

A written response would also be provided to Councillor Mackrory regarding whether or not Youth Offending Teams had a role within the service.

Resolved:

Agreed to extend the current Integrated Health and Justice contract with the Essex Partnership University NHS Foundation Trust (EPUT) for a further 24 months commencing on 1 April 2023 at a cost of £7,969,000 for a further 24 months (£3,985,000 per annum)

5. Decisions taken by or in consultation with Cabinet Members (FP/528/10/22)

Councillor Mackrory asked the Leader of the Council whether a response had been received in relation to FP/535/10/22 Investment Zones Expression of Interest Submission. The Leader advised that the formal response was still awaited.

The report was noted.

6. Date of the next meeting

The next meeting of the Cabinet was scheduled at 10.15am on Thursday 15 December 2022 at County Hall, Chelmsford, CM1 1QH.

7. Urgent business

There was no urgent business.

There being no further business, the meeting closed at 10.40pm.

Mental Health Services for Young People

Report from the Health Overview Policy and Scrutiny Committee working with the People and Families Policy and Scrutiny Committee

At the annual meeting of the Council in May 2022, a motion was considered on mental health services for young people, which acknowledged there had been an increase in the number of mental health problems and illnesses. The Council resolved that a report and recommendations be brought back to this meeting jointly by the Health Overview Policy and Scrutiny Committee and People and Families Policy and Scrutiny Committee, following a Task and Finish Group review looking at mental health services for young people.

The motion rightly recognised the work of schools, charities, mental health professionals and our own officers, and noted the important role they play in the lives of young people.

The report and recommendations are at appendix 1 to this report. The report and recommendations have been approved by the Health Overview Policy and Scrutiny Committee in consultation with members of the People and Families Policy and Scrutiny Committee.

Each person or body to whom a recommendation is addressed will now need to respond to those recommendations. No recommendations are addressed to full Council as it is not the decision maker, this report is for noting and information.

Recommendation:

To note the Task and Finish Group's final report and recommendations set out in appendix 1 to this report.



Mental Health Services for Young People joint Task and Finish Group Review Report November 2022



Essex County Council

**Health Overview Policy and Scrutiny Committee and
People and Families Policy and Scrutiny Committee**

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1. Glossary of Terms

Acronym	Definition
C&M	Communications and Marketing
CAMHS	Child and Adolescent Mental Health Service
CMH	Children's Mental Health
CYP	Children and Young People
DfE	Department for Education
DofE	Duke of Edinburgh
ECC	Essex County Council
EPUT	Essex Partnership University NHS Foundation Trust
EWMHS	Emotional Wellbeing and Mental Health Service
HCRG	Health Care Resourcing Group
HOSC	Health Overview Policy and Scrutiny Committee
ICS	Integrated Care System
MOU	Memorandum of Understanding
MSC	Multi-Schools Council
NELFT	North East London NHS Foundation Trust
PAF	People and Families Policy and Scrutiny Committee
SEND	Special Educational Needs and Disability
SET CAMHS	Southend, Essex and Thurrock Child and Adolescent Mental Health Service
TPP	Trauma Practice Programme
YEA	Young Essex Assembly
YSG	Youth Strategy Group

2. Foreword from Task and Finish Group Chairman

As Chairman of the Mental Health Services for Young People Task and Finish Group, I am pleased to present this report and a series of recommendations.

At Essex County Council's (ECC) Full Council meeting on 10 May 2022, a motion was carried with regard mental health services for young people. The motion stated that a referral be made to ECC's Health Overview Policy and Scrutiny Committee (HOSC) and People and Families Policy and Scrutiny Committee (PAF) to undertake a joint review, with its findings reported back to Full Council in December 2022.



There has been an overwhelming consensus in the oral and written evidence provided to this review that the mental health of children and young people has worsened in recent years. What this review has shown is that there a lot of good, positive and helpful support available to young people requiring mental health support but what is less clear is how they can access this and determining the right service that they need.

It is clear there are significant workforce pressures that have exacerbated issues relating to the delivery of mental health services and that recruiting to fill vacancies is no easy feat.

Besides the single point of access, we have grouped our recommendations in three defined sections which deal with resources, schools, and communications.

It was very pleasing to hear of the work Tendring District Council has undertaken in delivering its Primary School Wellbeing Hubs Project and would encourage other district councils to look at rolling this, or similar, out in their respective areas.

This report captures the work completed and presents conclusions and recommendations for consideration by Council. I would like to thank the members of the Task and Finish Group for their time and effort in completing this work and to all those who gave evidence to the group.

In terms of sharing the groups findings, this report will also be presented to the Essex Health and Wellbeing Board, the Essex Strategic Coordination Group, with all our Essex MPs and the chairs of the relevant House of Commons Select Committee, whose input will be very valuable in progressing some of our findings with central government.

I am pleased to commend this report and its recommendations to Council.

Councillor Carlo Guglielmi, Chairman of the Task and Finish Group

3. Executive Summary

The emotional health and wellbeing of children is just as important as their physical health and wellbeing. Over the years, there has been a growing recognition of the need to make improvements to mental health services for young people and children.

Supporting the mental health of young people, including their families and carers should be a priority and Government, county councils, local councils, health service and the voluntary sector all have an important role to play.

Prior to the Covid-19 pandemic, children and young people were facing a mental health crisis and this steadily worsened. Lockdowns and social distancing requirements have resulted in young people struggling with the loss of normal social structures, along with the need for teaching and assessments to take place virtually. A child who is six years of age would have spent a third of their life living in lockdown.

Research shows that in England, 1.5 million children and young people under the age of 18 will need new or additional mental health support as a direct consequence of the Covid-19 pandemic.

Whilst new NHS ambitions are to increase access rates and decrease waiting times, too many young people will be unable to access the care that they need. New mental health support teams in schools are a valuable opportunity to identify young people who are experiencing problems with their mental health however there is no funding available to roll them out nationally and schools. Schools that are introducing innovative schemes, such as the School Wellbeing Hubs Project in Tendring and Colchester, are having to self-fund.

Mental health support teams in schools, where they have been rolled out, are well-placed to facilitate early intervention for young people as part of a whole school approach.

Mental health services in general, and children and young people's mental health services specifically, have been underfunded in central Government spending reviews over the past ten years. Early intervention is key in identifying needs early and providing preventative, low-level mental health support and advice, which in turn could reduce referrals to more costly, specialist services.

It is reported that half of all mental health problems manifest by the age of 14, and 75% by the age of 24.

Mental health support for young people is an all-society issue. The concerns raised in this report can only be addressed by central Government, county councils, local councils and the health system working together to promote good mental health and prevent new crises emerging.

4. Summary Conclusions and Recommendations

Recommendation 1 – staffing

- a) It currently takes around three years for a person to obtain the relevant qualifications in order to undertake a clinical role within the health service, specifically in mental health. With the current resource pressures NELFT are experiencing, **the group recommends that NELFT undertake an exercise, working with local universities, to see whether it is possible to introduce a fast-track training programme or a more simplified programme to enable vacancies to be filled sooner.**
- b) The group acknowledges that many individuals leave the mental health profession, and this puts significant pressure on the service. **The group therefore recommends that the Secretary of State for Health and the Essex Integrated Care Systems (ICS) Chief Executives undertake an exercise (and consider recent studies/research already undertaken nationally) to understand why individuals are currently leaving the profession and what could be done to retain highly skilled and experienced staff.**
- c) The group recognises that clinical training and placements are essential for medical staff at all levels and it was highlighted that the Colchester Institute has designed a health apprenticeship specifically for the diagnostics hub at Clacton Hospital and so far, there have been 300 places offered with very positive feedback. It is understood there are other good colleges as well as universities involved in this piece of work which supports the Anchor Movement, apprenticeships and jobs for local people. As recruitment and retention is a vitally important issue, greater links to the Essex Anchor Movement would mean a more creative way to address this problem by moving away from traditional approaches and open up a new pool of potential applicants. **Therefore the group recommends that the Essex ICS Chief Executives and the Secretary of State for Health review the organisation of placements for mental health clinical staff and take action to improve this part of the training and development process.**

Recommendation 2

The group recommends to the Essex ICS Chief Executives there be a single point of contact (hub) in Essex for young people, including parents and carers, requiring mental health support to obtain information and guidance on who to contact for help. The hub can then triage and signpost to the relevant service, reducing the pressure on the individuals requiring support. This would present a more streamlined approach and the group feel this should be an independent body with no bias. This can include using existing services currently in place, such as 111, 999 and 0800 1111.

Recommendation 3 – schools

- a) The group recognises that schools play a significant role in supporting young people requiring mental health support and understand current resourcing issues. **It therefore recommends that the Secretary of State for Education makes a plan to and then provides further financial resource to enable them to provide more extra-curricular and enriching activities and appropriate support and resources, which may then prevent people presenting with more complex mental health issues.**
- b) Currently, schools have to invest their Pupil Premium in order to run the Primary School Wellbeing Hubs Project in Tendring and Colchester. Given the early success identified and the benefit it provides to both the children and their families, **the group recommends that the ECC Cabinet Members for Adult Social Care and Health, Education Excellence, Lifelong Learning and Employability and Children's Services and Early Years, lobby the Secretary of State for Education to obtain funding to provide a Primary School Wellbeing Hub in every school in Essex.**
- c) The group recognises and agrees that the Primary School Wellbeing Hubs Project in Tendring has been a success, and that it is everyone's collective responsibility to support young people requiring mental health support. To further enhance the offer, the hub should be extending its services and offer support to the parent/carers of those experiencing poor mental health. Because of its success the Chief Executive of the North Essex and East Suffolk ICB is considering rolling this out in East Suffolk. **The group therefore recommends that the Leader of Essex County Council prepares a letter seeking support from all Essex Leaders and Chief Executive's, requesting that the three Essex (ICS) provide grant funding to enable the scheme running in Tendring to be rolled out countywide.**
- d) The group was reassured to hear that take up of the Council's Trauma Practice Perceptive Programme training is high, with over half of Essex schools engaged. This training helps schools to be able to positively help pupils who require mental health support. **The group recommends that all schools in Essex engage with the Council to complete this training as soon as practically possible. The group also asks that the Cabinet Member for Education Excellence, Lifelong Learning and Employability ensures that Essex County Council has sufficient resources in place to meet the demand.**
- e) The group felt that the evidence provided to them, highlighted a lack of awareness of mental health support across some schools in Essex. **The group recommends that Essex County Council's Education Team**

provide clearer, more concise guidance to all schools in Essex detailing the support available and how it can be accessed.

Recommendation 4 - communications

- a) **The group recommends that ECC Communications Team, undertakes a review of its external Child and Adolescent Mental Health communications plan, specifically around access to the Child and Adolescent Mental Health Service (CAMHS) and referral pathways and prepare an interim report for the Health Overview and Scrutiny Committee at its November 2022 meeting.**
- b) The group recognises it is important to promote the services that are currently available to young people in Essex such as dance, drama and sport clubs, youth clubs and the Duke of Edinburgh award. **The group recommends that the Communications and Marketing team continue its focus on promoting mental health support available to young people and prepare an interim report for the Health Overview and Scrutiny Committee at its November 2022 meeting.**

5. Scope of the Task and Finish Group

A scoping document was agreed by HOSC in July 2022. This is included in the Notes and Evidence section at the end of this report.

6. Membership of the Task and Finish Group

- Councillor Carlo Guglielmi, Tendring Rural West
- Councillor Marie Goldman, Chelmsford Central
- Councillor Lynette Bowers-Flint, Bocking
- Councillor Dave Harris, Maypole
- Councillor Paul Gadd, Saffron Walden
- Councillor Martin Foley, Thaxted
- Councillor Ray Gooding, Stansted
- Councillor Carlie Mayes, Maldon District Council
- Councillor June Lumley, Rayleigh South

7. Summary of main meetings

17 August 2022

Included an initial meet and greet and setting out the groups remit, and an introductory briefing from the Council's Director for Strategic Commissioning and Policy (C&F).

31 August 2022

Meeting to gain an understanding of the mental health services available to young people in Essex and to find out the different types of referral pathways.

7 September 2022

Meeting to gain understanding of the work Healthwatch Essex are doing with the Mental Health Youth Ambassadors and how they link in with the support services that are currently available in Essex.

20 September 2022

Meeting to receive a presentation from Tendring District Council on its pilot project Primary School Wellbeing Hubs that are being run in Tendring and Colchester.

29 September 2022

Meeting to receive multiple presentations and information from ECC services including Education, Communications and Marketing and the Youth Service.

3 October 2022

Meeting between the group to discuss potential recommendations and to agree final wording.

20 October 2022

Meeting with the relevant ECC Cabinet Members to discuss mental health services for young people in Essex.

8. Background to mental health services for Young People in Essex

The North East London NHS Foundation Trust (NELFT) were invited to present to the group however, it was felt that as they had attended a joint HOSC and PAF the week previously their attendance was not required further, although the information presented has been incorporated into this report.

There are a number of services available to promote children and young people's mental health in Essex.

NELFT provides the Child and Adolescent Mental Health Services (CAMHS) in Essex. This is an NHS service that supports children and young people with emotional, behavioural or mental health difficulties.

The Emotional Wellbeing and Mental Health Service (EWMHS) provides NHS support for people under the age of 18 across Essex, with the Essex Youth Service helping young people to get the most out of school, work and life.

EWMHS provides emotional wellbeing and mental health advice and support for young people and their families across Southend, Essex and Thurrock who need support with their emotional wellbeing or mental health difficulties.

The type of support will vary depending on the type of concern and the severity. Types of support include online self-help, crisis support, specialist assessments and face to face therapy, both group and individual.

The Essex Youth Service helps young people (13 – 19) get the most out of school, work and life by running a variety of youth service provision across Essex and supporting community groups to develop local provision.

Both ECC's HOSC and the PAF scrutiny committees have scrutinised mental health services previously, with HOSC receiving an update from both NELFT, who provide mental health support for young people and the Essex Partnership University NHS Foundation Trust (EPUT). The most recent review started in July 2020 and HOSC received further updates in the following September and December 2020. These meetings were focussed around both NELFT and EPUT's response to the Covid-19 pandemic and how it was coping with demand given the restrictions that were in place at the time.

The most recent report HOSC received was in September 2022 where NELFT reported that current challenges included a high number of referrals, challenges with workforce, including recruitment and a shift in change from people requiring mental health support. During the pandemic, NELFT continued to function as normal and maintained, when necessary, face to face appointments with of course, the appropriate infection control measures in place.

9. Understanding the current situation and referral pathways

There are a variety of providers across the County that provide mental health support to young people in Essex. The 'main' provider is NELFT who provide the CAMHS service for people aged 0 – 18 years (up to 25 years of age if SEND).

To access NELFT services, there is a single point of contact call centre which is staffed by clinicians. Children requiring urgent intervention are seen within 4 – 48 hours, depending on the assessed level of need.

Since the re-procurement of CAMHS services within Essex, NELFT are working in partnership with Health Care Resourcing Group HCRG (previously known as Virgin Care) to deliver a Thrive Informed clinical care model. A communication campaign was completed in collaboration with ECC's commissioning colleagues to ensure that Service Information Leaflets were updated and distributed accordingly. NELFT worked with its partnership colleagues HCRG to ensure that all service access information and service delivery were updated on its websites and digital information platforms.

Since the commencement of SET CAMHS (Southend, Essex and Thurrock Child and Adolescent Mental Health Services), a dedicated Professional Consultation line within NELFT's Single Point of Access team has been embedded each weekday morning Monday to Thursday for Schools, GPs and other professional leads. In addition, the service continues to offer a digital alternative via Silvercloud.

As NELFT embed new ways of working in partnership with an additional sub-contracted provider, they continue to engage with system-wide partners and

present a business-as-usual service for our children, young people and their families offering a wider offer of virtual and face to face intervention.

As with any new contract, they had envisaged a delay in waiting times, particularly for its “getting help” model, which is now being delivered by HCRG however, plans are in place to address these waits for treatment to prevent further delays. As the Lead Provider, NELFT continue to engage with its partnership sub-contractor at monthly Contract Monitoring Meetings to discuss service delivery.

Referral processes and contact telephone numbers remain intact and unchanged. Service users receive the same level of service prior to NELFT/HCRG partnership, and all patient experience feedback and concerns will be addressed consistently and promptly across the two organisations. Currently we are experiencing pinch points within the Mid and West Essex teams due to staffing capacity and difficulty in recruitment of clinical staff and medical staff, however both organisations continue to utilise temporary and agency staff to cover gaps in staffing where possible.

Young people can self-refer to CAMHS and in 2021/22, 1061 self-referrals were received. Referrals can also be made by GPs, parents, carers, teachers and other professionals.

Resource remains an issue and NELFT are currently experiencing an increase in demand for its services. An increase in resource would be beneficial however people with the right capabilities need to be recruited. The health system has been undervalued over the years which is now bringing pressures relating to recruitment and retention of staff. It is not simply a case of recruiting new members of staff, they have to undertake formal training and qualification which is currently a three-year course.

NELFT aim to see young people within 12 weeks of referral and people are prioritised according to clinical need and information is provided to those waiting for support and their families around what they can expect. Support needs to be timely in order to support people in crisis and that more engagement is needed to prevent situations escalating in the first place.

Recommendation

It currently takes around three years for a person to obtain the relevant qualifications in order to undertake a clinical role within the health service, specifically in mental health. With the current resource pressures NELFT are experiencing, **the group recommends that NELFT undertake an exercise, working with local universities, to see whether it is possible to introduce a fast-track training programme or a more simplified programme to enable vacancies to be filled sooner.**

Recommendation

The group acknowledges that many individuals leave the mental health profession, and this puts significant pressure on the service. **The group therefore recommends that the Secretary of State for Health and the Essex Integrated Care Systems (ICS) Chief Executives undertake an exercise (and consider recent studies/research already undertaken nationally) to understand why individuals are currently leaving the profession and what could be done to retain highly skilled and experienced staff.**

Recommendation

The group recognises that clinical training and placements are essential for medical staff at all levels and it was highlighted that the Colchester Institute has designed a health apprenticeship specifically for the diagnostics hub at Clacton Hospital and so far, there have been 300 places offered with very positive feedback. It is understood there are other good colleges as well as universities involved in this piece of work which supports the Anchor Movement, apprenticeships and jobs for local people. As recruitment and retention is a vitally important issue, greater links to the Essex Anchor Movement would mean a more creative way to address this problem by moving away from traditional approaches and open up a new pool of potential applicants. **Therefore the group recommends that the Essex ICS Chief Executives and the Secretary of State for Health review the organisation of placements for mental health clinical staff and take action to improve this part of the training and development process.**

10. Healthwatch Essex

Healthwatch Essex are an independent charity set up under the Health and Social Care Act 2012 and undertakes research and engagement to uncover service user experiences of services and use it to help shape health and care.

They are made up of eighteen employees with four teams:

- Communications
- Information and Guidance
- Engagement
- Research

Healthwatch Essex reported that knowledge of its existence could be better, and they attend events and meetings to promote the work it undertakes, but they do not have enough funding for Countywide campaigns and therefore complete targeted, local work instead.

There has been a significant rise in mental health related calls to its service, a number of which related to self-harm incidents, and they run a number of ambassador programmes, including one focussed specifically on mental health.

The programme started two to three years ago and has been commissioned to run for a further two years due to its success.

The group meets on a monthly basis and currently has twenty-two ambassadors in the group ranging in age from 12 – 24 years. The majority have lived experiences of anxiety, depression, OCD and eating disorders.

Successes of the group include them supporting and co-designing a survey on the impact of Covid-19 on mental health. Over 100 responses were received and concluded that in fact young people were worried about the ending of Covid-19 restrictions and felt pressure from family and friends to socialise when they necessarily did not want to. Other feedback also included that it felt overwhelming as there was not a single place for a person to refer themselves to or be referred to, and that the lengthy waiting times after referral, with no offer of interim support, added to anxiety and worry.

Feedback also suggested that the transition from Children's mental health services to adult's is daunting and caused more worry.

Reports and their findings are shared with staff networks, CAMHS commissioners, MIND, ECC, EPUT and NELFT. They are planning to run a further such group on body image later this year.

Improvements around access to information for referrals is needed and should respect people's privacy around not wishing to tell family and friends they need support.

It is important to remember that people requiring support have a choice and want to remain in control and so it does not feel like support is being done to them.

Recommendation

The group recommends to the Essex ICS Chief Executives there be a single point of contact (hub) in Essex for young people, including parents and carers, requiring mental health support to obtain information and guidance on who to contact for help. The hub can then triage and signpost to the relevant service, reducing the pressure on the individuals requiring support. This would present a more streamlined approach and the group feel this should be an independent body with no bias. This can include using existing services currently in place, such as 111, 999 and 0800 1111.

11. Primary School Wellbeing Hubs Project

The Primary School Wellbeing Hubs Project run by Tendring District Council has so far proven to be a great success. Tendring has the second highest suicide rate in the country, with Colchester third and Harlow fifth and there has been a rise in the number of young people in Tendring and wider Essex requiring mental health support.

These hubs are an afterschool provision that run on a 6-week cycle with themed, 1-hour sessions. The sessions are themed around play, art, construction and science and are supported by trained school staff. The aim of the hubs is to build

resilience and self-esteem and to remove barriers around mental health to enable learning. They also help to develop a culture in schools where every child feels comfortable about talking about their feelings.

The project is at its midway point and evaluation so far has shown early signs of improvement for the children and their families. So far, 643 children have participated in a wellbeing hub and over half of the pupils who attended found the sessions very helpful. Twenty-one schools across Tendring and Colchester are participating in this project and in order to run them, they are currently investing their pupil premium to enable these hubs to run. Tendring District Council were awarded funding by the Alliance Investment Fund to enable them to rollout this project wider.

This is an excellent way to prevent anxiety becoming a full-blown mental health issue in many children, and we understand that because of its success the Chief Executive of the North Essex and East Suffolk ICS is considering rolling this out in East Suffolk.

In terms of future funding, the health service have offered further funding once the evaluation has been fully completed in July 2023, but any additional funding would need to be provided by central Government as they are the source for schools funding.

It should be noted that funding should not be directed at deprived areas only, it should be aimed at those children who need support. The pilot scheme, run in Great Bentley, is not classed as a deprived area.

Projects such as these require an injection of investment upfront to show that they will provide a long-term benefit to the wider system.

12. Education Services

There are significant number of children and young people who stop attending school due to mental health issues.

Schools have a huge role to play but are under-resourced, and it is felt if more support can be provided then they will be able to provide the extracurricular and enriching activities to prevent and reduce the number of people who present requiring mental health support.

Education services at ECC are working hard on delivering early intervention with young people and schools to try and regulate behaviours so that stress and anxiety can be managed better in order to prevent more complex support being required.

A learning event took place in June 2018, put together by commissioners from ECC and mental health services supported by the Essex Safeguarding Children Board, to consider some of the learning from the review of suicides in Essex as well as broader themes around mental health and wellbeing. There is a coordinating group led by ECC, tasked with implementing the suicide strategy across Southend, Essex and Thurrock. Part of this work involved training and

campaign work around World Suicide Prevention Day has taken place in September, in conjunction with partner organisations.

Considerable work has been undertaken with professionals so they can more easily identify mental health issues in young people as it has been found that without appropriate support, can lead to disruptive behaviour in schools.

Essex Education, Health and Social Care Service Partners have collaborated to create a suite of resources. These are called 'Let's Talk Social, Emotional and Mental Health'. They provide an introduction to a range of themes that may impact a child or young person's emotional wellbeing and mental health. They may be part of a child or young persons (CYP) presentation if they are experiencing mental ill health. Guidance has also been produced around suicide prevention in schools, which promotes positive emotional wellbeing and reducing the risk of suicidal thoughts and actions.

ECC has committed to an approach named Trauma Perceptive Practice (TPP), to support schools to understand behaviour and support emotional wellbeing. This is fundamentally grounded in the following values:

- Compassion and Kindness
- Hope
- Connection and Belonging.

These values are vitally important and equally apply to the adults in school and to the wider school community. Becoming Trauma Perceptive encourages everyone think and act more boldly, through our values, policies and practice. This is vital in helping to understand how to effectively support children and young people in our schools and beyond, whilst enabling us to create safe places where all can flourish, become resilient and learn.

Schools must adopt TPP as whole school/setting approach to emotional wellbeing and understand behaviour. The headteacher/setting manager must be fully involved from the outset and it is their responsibility to ensure that the approach is embedded and monitored within their school/setting during and after the main delivery.

In Essex, over half of schools are engaged with TPP and demand remains high.

The responsibility of academy schools sits with the Department for Education (DfE) and Regional Schools Commissioners. ECC meets with them both regularly and challenge on issues such as exclusions, poor practice and practice improvements and will try to influence as much as possible. It also meets with all of the academy headteachers across Essex on a yearly basis.

There is also a Headteacher Inclusion roundtable meeting and feedback from this suggests that a lot of academies embrace inclusion however there are some schools who wish to be more inclusive but do not have the trained workforce in order to do so.

It is apparent that not all schools are embracing the help and support available to deal with pupils requiring mental health support and at times leave it too late which means the young person need help then has to be referred for more formal support and care. There is also the issue that some schools simply are not aware of the support and help and available or how to access it. There is a need for ECC to review how it communicates newly formed strategies and support into schools at more pace.

The DfE are rolling out a designated mental health lead in every school in Essex, with a second designated mental health need in secondary schools. It is the belief that schools should be as good at dealing with mental health as they are at safeguarding and there is a concern around the groups of young people who are not engaging with fixed provision that require mental health support.

Recommendation

The group recognises that schools play a significant role in supporting young people requiring mental health support and understand current resourcing issues. **It therefore recommends that the Secretary of State for Education makes a plan to and then provides further financial resource to enable them to provide more extra-curricular and enriching activities and appropriate support and resources, which may then prevent people presenting with more complex mental health issues.**

Recommendation

Currently, schools have to invest their Pupil Premium in order to run the Primary School Wellbeing Hubs Project in Tendring and Colchester. Given the early success identified and the benefit it provides to both the children and their families. **The group recommends that the ECC Cabinet Members for Adult Social Care and Health, Education Excellence, Lifelong Learning and Employability and Children's Services and Early Years, lobby the Secretary of State for Education to obtain funding to provide a Primary School Wellbeing Hub in every school in Essex.**

Recommendation

The group recognise and agree that the Primary School Wellbeing Hubs Project in Tendring has been a success, and that it is everyone's collective responsibility to support young people requiring mental health support. To further enhance the offer, the hub should be extending its services and offer support to the parent/carers of those experiencing poor mental health, and because of its success the Chief Executive of the North Essex and East Suffolk ICB is considering rolling this out in East Suffolk. **It therefore recommends that the Leader of Essex County Council, prepares a letter seeking support from all Essex Leaders and Chief Executive's, requesting that the three Essex (ICS)**

provide grant funding to enable the scheme running in Tendring to be rolled out countywide.

Recommendation

The group were reassured to hear that take up of the Council's Trauma Practice Perceptive Programme training is high, with over half of Essex schools engaged. This training helps schools to be able to positively help pupils who require mental health support. **The group recommends that all schools in Essex engage with the Council to complete this training as soon as practically possible. The group also asks that the Cabinet Member for Education Excellence, Lifelong Learning and Employability ensures that Essex County Council has sufficient resources in place to meet the demand.**

Recommendation

The group felt that the evidence provided to them, highlighted a lack of awareness of mental health support across some schools in Essex. **The group recommends that Essex County Council's Education Team provide clearer, more concise guidance to all schools in Essex detailing the support available and how it can be accessed.**

13. Communication and Marketing

ECC's 'always on' programme of children's mental health (CMH) activity has been mapped by the Communications and Marketing team and agreed by the Mental Health commissioning team. This programme includes key awareness days, milestones, periods of the year where we know we can for more focused/targeted activity (e.g. exams, winter).

This programme is part of the wider all-ages mental health programme of activity, which is focused around eight key audience groups identified as priorities (of which only a couple are relevant for the CMH work). The overarching OASIS plan guides this work and has been reviewed and fed into by the commissioning team.

They work with the commissioning team to develop content and seek their sign off on all messaging and assets before we share them.

ECC also takes the lead for CMH communications on behalf of the ten partner organisations that commission the SET CAMHS. This has previously included developing an overarching communications strategy that sets out its partnership approach and which partners fed into when the group originally came together.

As part of this lead role, Communication and Marketing (C&M) produce toolkits for partners and chairs bi-monthly meetings the toolkit content is discussed as a group for activity coming up over the following three months. Sets of messages are then produced and design assets for partners to use. Partners have the opportunity to feed into these toolkits and also the design brief for the assets. The toolkits are produced to ensure consistency of message across the county and to try and simplify access to information and advice for children and young people.

There is an agreed communications and marketing OASIS plan that is being worked to this year. Within this plan the strategic objectives are:

- To increase the number of CYP, parents and carers appropriately accessing the CAMHS across SET, in order to meet the NHS access target of 35%
- To increase web traffic to relevant local health and wellbeing websites across SET by encouraging CYP, parents and carers to find out about self-care and the early CMH support.

The campaign objectives are:

- To unify the promotion of children's mental health support across Southend, Essex and Thurrock, and implement a consistent 'always on' programme of proactive activity
- To signpost to self-care resources and early help services formally commissioned across the three areas to support children and young people's mental health
- To strengthen relationships with existing stakeholders who have direct contact with CYP to maximise outreach, promote the importance of self-care and support CYP to build resilience
- To simplify the pathway to information, resources and guidance around children's mental health support so that CYP and families can find appropriate help sooner and before reaching crisis point
- To take an integrated approach to activity, recognising the merits of both digital and offline tactics in meeting the specific needs of our audiences.

The communication and marketing timeline is set out as follows for the year ahead:

Timescale	Content
November - January	<ul style="list-style-type: none"> ▪ 'Always on' support messaging ▪ Winter, Christmas and New Year ▪ National Stress awareness day ▪ National grief awareness week ▪ Blue Monday
February – April	<ul style="list-style-type: none"> ▪ 'Always on' support messaging ▪ Children's MH week ▪ Time to talk day ▪ Self-injury awareness day ▪ Launch of new CAMHS contract
May - July	<ul style="list-style-type: none"> ▪ 'Always on' support messaging

	<ul style="list-style-type: none"> ▪ Exam period ▪ Start of summer holidays
August – October	<ul style="list-style-type: none"> ▪ 'Always on' support messaging ▪ Summer holidays and pressures ▪ Exam results ▪ World Suicide Prevention day ▪ World Mental Health day

Focussed campaign activity – education transitions

A need was identified for clear and consistent campaign activity to support young people receiving their exam results this year and planning their next steps, to ensure that young people, parents and carers can access support for mental health where appropriate.

This activity will happen in parallel to ongoing communications and marketing activity to support children, young people and parent's mental health which is aligned to the all-ages mental health transformation programme.

A targeted, paid social media campaign, working with a digital agency and deployed through TikTok and Instagram as key channels for reaching the relevant cohort of young people. The campaign launched on 19 August 2022 and ran for six weeks.

The team will be sharing positive messages around the exam result period, the options available to young people and how they can manage their mental health after receiving their results and as they plan their next steps.

The next 12 months

ECC has been commissioned to deliver the communications and marketing support for the partnership for a further 12 months. They are taking an active management approach, looking to refine and further development the partnership communications and marketing strategy.

A reflection and recommendation piece is underway ahead of agreeing a memorandum of understanding (MOU). In particular this will focus on increased engagement with the steering group from partners and a focus on data and insight which will allow us to develop comms that has more impact and reaches audiences, and ultimately will allow us to evaluate more effectively.

Once the MOU is signed a 12-month communications and marketing strategy will be developed.

Recommendation

The group recommends that ECC Communications Team, undertakes a review of its external Child and Adolescent Mental Health communications

plan, specifically around access to the Child and Adolescent Mental Health Service (CAMHS) and referral pathways and prepare an interim report for the Health Overview and Scrutiny Committee at its November 2022 meeting.

Recommendation

The group recognises it is important to promote the services that are currently available to young people in Essex such as dance, drama and sport clubs, youth clubs and the Duke of Edinburgh award. **The group recommends that the Communications and Marketing team continue its focus on promoting mental health support available to young people and prepare an interim report for the Health Overview and Scrutiny Committee at its November 2022 meeting.**

14. Essex Youth Service

The Essex Youth Service is part of the Essex County Council Education Directorate. The service is an informal education, personal and social development service which supports young people, predominantly aged 13 to 19.

The service has a very wide and diverse offer of direct delivery and supporting the local community to develop and grow sustainable local youth provisions. It engages in any area or activity where a youth work solution may be an advantage.

The service supports communities to develop and grow the Youth Work offer in Essex by helping them to:

- Adult volunteer training and Youth Work qualifications
- DBS (criminal record) checks
- free curriculum support and resources
- help with policies and procedures
- free use of youth service premises
- Health & safety guidance and DL safeguarding support.

There are currently 180 local partnerships in place in Essex.

The Young Essex Assembly (YEA) are an elected youth council and there are 75 YEA members, representing all districts across Essex. They deliver on the priorities identified by young people, create resources, run campaigns, and meet with adult elected members to influence decision making. They also represent Essex young at the UK Youth Parliament and the Youth Select Committee.

The Duke of Edinburgh Award (DofE) is the world's leading youth achievement award for year 9's and up to 25 years old. The Youth Service deliver the DofE Award in Essex on behalf of ECC's Chairman who holds the Operating Authority License.

The Award enables young people to build their peer networks, develop themselves mentally and physically, enhance teamwork, communication, leadership skills and experience an adventurous expedition like no other.

Field Officers provides bespoke support and training to schools and community groups to deliver the Award to their students. The service also delivers 'Open Access' DofE Award programmes from our Youth as well as DofE for All for hard-to-reach young people. So far, 87 schools & community groups deliver under the Essex DofE Licence and currently onboarding a further 8 new schools/colleges.

There are 12 Youth Strategy Group's (YSG's) which are made up of County, Borough and District Councillors and local community leaders. The groups have a countywide budget of £200,000 per year and are chaired by County Councillors. Many have young people as vice-chairs from Young Commissioners or YEA. The aim of the groups are to identify local and countywide priorities through consultations with young people and communities.

The Youth Service also offer mobile youth centre which are used by community groups to deliver youth work sessions in more rural areas, support community events, detached and outreach work.

They also deliver the Young Carers Service supporting pre-school – 19 years (up to 25 with SEND). This is personalised support for young carers and their families, developed with them around their needs which are identified through the assessment process. The Council has a statutory duty to undertake an assessment of needs for young carers and to ensure they are allocated a dedicated Key Worker. Other key under this umbrella includes referrals to counselling services, social care and universal youth provisions.

The Multi-Schools Council (MSC) was created in 2012 with focus to challenge negative perceptions towards children with SEND and mental health needs.

Currently there are 397 schools engaged with the MSC across Essex. Termly meetings are held where young people can engage in sessions and projects which include:

- Autism/ADHD
- Mental Health Awareness
- Global Warming.

Every 3 years key priorities are set based on what young people are raising as concerns. The current priorities are:

- Racism
- Keeping Active
- Animal cruelty.

The key priorities are driven by 87 Ambassadors who are driving change and help other services become more inclusive.

In September 2022 the MSC become part of the Essex Youth Service.

The Employability and Skills Team work with 16 - 18-year-olds who require help to progress into employment, education, or training.

Support includes:

- Careers advice
- CV/Job search
- Interview Skills
- Weekly Job bulletins
- Arrange and attend Careers Fairs and events.

The team also support year 11 Home Educated young people to explore their post 16 options.

The Participation Tracking team ensure ECC adhere to all statutory duties around:

- September Guarantee
- Activity Survey
- Stretch Target Period.

The team fully track all 16 - 18-year-olds throughout the year including college leavers, all NEET and EET situations and cross border referrals.

The Youth Work in Hospital project was commissioned by the Violence and Vulnerability Unit.

It is embedded in A&E departments to support victims of youth violence at “that reachable moment” where they are most likely to accept support. The team also work with young people who are presenting with mental health, emotional wellbeing, or other needs.

Targeted Youth Advisers lead the targeted youth team to deliver support services to young people through 1:1 and groupwork interventions. Support could include:

- Improved school attendance
- Transitions periods
- Understanding the causes and consequences of behaviour
- Emotional resilience and self-regulation
- Increase self-esteem and confidence
- Improve relationships with peers and adults
- Learning skills to overcome personal challenges
- Careers Information, advice and guidance

- Build aspirations and motivation to achieve
- Work placements.

Other targeted youth team work includes 'Good Man and Sisters in Strength' programme, 'Plan B 12-week Employability Traineeship', work experience, Future Ready and Your Future Matters.

The Youth Service staff are embedded in other services across the wider system to enhance the offer to young people and are aligned to:

- Youth Offending – ISS
- Leaving and Aftercare Teams
- Economic Growth
- Multi-Disciplinary Social Care Team
- Probation Service
- A&E department in Hospital
- College Campus.

The service is also part of a number of partnership boards including:

- SETDAB (Domestic Abuse Board)
- MACE (Missing and Child Exploitation)
- Social Care Resource Panels
- OPFCC Violence & Vulnerability Board
- Children's Partnership Board
- Community Safety Partnerships
- Anchor Project Board
- Out of Court Disposal Panel
- Regional Youth Work Unit
- National Youth Agency – Workforce development
- Public Health, Social Care, Police, Local Councils, Housing Providers, Businesses, Training Providers, Schools Colleges, Universities.

15. Acknowledgements

The Task and Finish Group wish to thank all those who provided oral and written evidence at meetings, as well as those who had expressed a willingness to attend sessions but were unable to do so due to other commitments.

16. Notes and Evidence

a. Scoping Document

Essex County Council Health Overview Policy & Scrutiny Committee (HOSC) and People and Families Policy and Scrutiny Committee (PAF)
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This form is a tool that should be compiled at the start of each inquiry to set out clearly the aims and objectives of the committee's involvement in a particular matter and will be completed at the end of the inquiry to confirm what has been achieved. It is an iterative form; and also acts as an audit trail for a review.

WHAT ARE WE LOOKING AT?

Review Topic	Mental Health Services for Young People
Type of Review	Joint Task and Finish Group

WHY ARE WE LOOKING AT THIS?

Rationale for the Review	<p>At its meeting of 10 May 2022, Full Council passed a motion to ask the relevant scrutiny committees to undertake a review of mental health services for young people.</p> <p>This matter falls under the remit of the Health Overview Policy and Scrutiny Committee (HOSC) and the People and Families Policy and Scrutiny Committee (PAF). This review will lead by HOSC, and a report will be provided back to Council by the end of 2022.</p> <p>This area links to <i>Everyone's Essex – Our Plan for Levelling Up the County: 2021 – 2025, including Children and Families and Promoting health, care, and wellbeing for all ages.</i></p>
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WHAT DO WE HOPE TO ACHIEVE?

Indicators of success	<p>What would you wish to see happen as a result of the review?</p> <p>Scrutiny to report back recommendations on how they feel this issue could be addressed.</p> <p>What value can scrutiny bring to the review?</p> <p>Scrutiny can draw on the experience, knowledge, and insight of councillors. Scrutiny can bring a fresh perspective to the issue and take time to consider the services available for young people needing mental health support.</p> <p>Why do you think the desired outcome is achievable?</p> <p>The review is being properly scoped and is supported by the Cabinet Member and key officers.</p>
HOW LONG IS IT GOING TO TAKE?	
Timescales	Review to be completed by and reported back to Full Council by the end of 2022
Provisional Timetable	July 2022 – December 2022
WHAT INFORMATION DO WE NEED?	
Terms of Reference	To review: Mental health services for young people
Key Lines of Enquiry	<p>Understanding the current situation</p> <ul style="list-style-type: none"> • To identify what services are currently available in Essex relating to mental health support for young people • Identify the services that are currently commissioned by Essex County Council • Whether there is anybody being left behind and what is being done to address this <p>Referral Pathways</p> <ul style="list-style-type: none"> • The referral pathways currently available and how service users navigate the system and whether there are any pinch points within these <p>Outcomes</p> <ul style="list-style-type: none"> • Identify how outcomes and successes are measured and whether there is any follow-up to these <p>Healthwatch Essex</p>

	<ul style="list-style-type: none"> Understand how Healthwatch Essex are engaging with Youth Ambassadors
What primary/new evidence is needed?	TBC
What secondary/ existing information is needed?	What have other councils done? Is there any good practice to draw on from elsewhere?
What briefings and site visits might be relevant?	TBC
Other work being undertaken/Relevant Corporate Links	TBC
What is inside the scope of the review?	North-East London NHS Foundation Trust (NELFT) Essex County Council Healthwatch Essex
What is outside the scope of the review?	TBC
WHO DO WE NEED TO CONTRIBUTE/CONSULT? (INITIAL MEETING TO ESTABLISH THIS)	
Relevant Portfolio Holder(s) and other Member involvement	Cllr John Spence, Cabinet Member for Health and Adult Social Care Cllr Beverley Egan, Cabinet Member for Children Services and Early Years
Key Officers	Chris Martin, Director of Strategic Commissioning and Policy (C&F) Emily Oliver, Head of Strategic Commissioning and Policy
Partners and service users	North-East London NHS Foundation Trust (NELFT) Healthwatch Essex
WHAT RESOURCES DO WE NEED?	
Lead Member and Membership	Cllr Carlo Guglielmi (Lead Member) Cllr Marie Goldman Cllr Lynette Bowers-Flint Cllr Dave Harris Cllr Paul Gadd Cllr Martin Foley Cllr Ray Gooding Cllr June Lumley
Co-optees/Other Invites (if any)	Cllr Carlie Mayes (Maldon District Council)
Lead Scrutiny Officer/Other	Richard Buttress, Democratic Services Manager
Expected Member commitment	To be concluded by the end of December 2022

WHAT ARE THE RISKS/CONSTRAINTS?	
Risk analysis (site visits etc.)	Risk management form to be completed if any site visits are included as part of the review
Possible constraints	To be determined, if any
WHAT WILL BE REQUIRED FROM STAKEHOLDERS?	
Internal stakeholders	Their time to attend Task and Finish Group meetings Information and advice Communications for any potential press release following the review
External stakeholders	Potential time commitment of co-optee Their time to attend Task and Finish Group evidence sessions
WHO ARE WE DIRECTING ANY RECOMMENDATIONS AND ACTIONS TO?	
Recommendations to (key decision makers):	This to be compiled during, and following the review
Reporting arrangements	Task and Finish Group final report to be presented to Full Council by the end of December 2022
Follow-up arrangements	Outcomes to also be monitored by the Scrutiny Board.
ADDITIONAL INFORMATION/NOTES	
Meeting dates (provisional)	TBC

LESSONS LEARNT/SCRUTINY EVALUATION

To be completed in an end of review Workshop* (align to findings of Scrutiny Survey to be attached as an annex). This form should be used in the evaluation of the process adopted by the Scrutiny review Committee/Task and Finish Group and will be used to inform future Scrutiny Reviews.

**Evaluation workshop at the end of the review will typically involve Committee Chairman/T&F chairman, other T&F group members, scrutiny officer, topic proposer and key stakeholders (if applicable)*

DATE OF REVIEW EVALUATION:	
1. Organisation & Planning	
What could have gone better?	Recommendations for future reviews
What were the strengths and weaknesses of the approach used? Proposed and actual start/completion dates: Was the time allocated adequate?	
2. Resourcing	
What could have gone better?	Recommendations for future reviews
Was officer time/resource adequate for this review?	

3. Evidence sessions/site visits	
What could have gone better?	Recommendations for future reviews

4. Stakeholder and Communications	
What could have gone better?	Recommendations for future reviews

5. Report and Recommendations	
What could have gone better?	Recommendations for future reviews
Was the purpose of the review achieved? Has there/is there likely to be any influence on service delivery as a consequence of the review?	

b. Meeting Notes

Notes of the meeting of the Mental Health Services for Young People joint Task and Finish Group, held virtually on Wednesday 17 August 2022 at 3:00pm

Present

Cllr Carlo Guglielmi (Lead Member)
 Cllr Lynette Bowers-Flint
 Cllr Martin Foley
 Cllr Marie Goldman
 Cllr Ray Gooding
 Cllr Dave Harris
 Cllr Carlie Mayes
 Chris Martin, Director, Strategic Commissioning and Policy (C&F)
 Pete Webster, Commissioning Manager, Strategic Commissioning and Policy C&F
 Richard Buttress, Democratic Services Manager
 Freddey Ayres, Democratic Services Officer

Initial Meeting

- The Chairman welcomed members to the meeting and thanked them for putting themselves forward to be a part of this review
- It was explained that this joint Task and Finish Group came as a result of a motion that was carried at May's Full Council meeting
- The group were advised that the HOSC Chairman had previously met with Chris Martin and Emily Oliver to discuss this and has asked the group initially to identify the services currently available and whether there are any gaps

- The group received an outline of what a Task and Finish Group is and its remit:
 - Committees may appoint sub-committees known as Task and Finish Group to which political proportionality need not be applied
 - No member of Cabinet shall be appointed as a member of a Task and Finish Group
 - A decision on whether a policy or scrutiny review will be carried out by the Committee, or a Task and Finish Group will be made as part of the work on the scoping document
 - *The Committee may make a decision about the make-up of the group or volunteers sought subsequently.*
 - *Reports of Task and Finish Groups are developed by the Scrutiny Officer in consultation with its Chairman and approved by the full group.*
 - *Where it is not possible to reach a consensus, attempts will be made to reflect minority views within the report but there is no provision for minority reports.*
 - *Task and Finish Group reports shall be reviewed by the commissioning committee which will decide whether to ratify the findings and/or recommendations.*

- The Chairman set out the groups Terms of Reference and explained how the meetings will be structured:
 - 31 August: Understand the current situation and referral pathways
 - 7 September: Outcomes
 - 16 September: Healthwatch Essex
 - 20 September: Informal meeting with relevant Cabinet Members
 - 27 September: Formal meeting with relevant Cabinet Members

- The group discussed how they would like to understand whether service users are aware of what is available to them
- The outcomes of this Task and Finish Group should be helpful and not necessarily promotional
- The group wish to understand what is defined as children's mental health and what the difference is between mental health conditions and learning disabilities
- A small proportion of young people in Essex use mental health services, there is a large group that need wider wellbeing support
- There has been a post-covid impact which manifests for children in many ways
- A child who is six years old has spent a third of their life in lockdown
- The group wished to amplify the good services that current exist such as dance, drama and sports clubs, Duke of Edinburgh etc, youth clubs)
- There is a national rollout to have mental health practitioners in schools across the country – currently being piloted in Harlow and Colchester.

Notes of the meeting of the Mental Health Services for Young People joint Task and Finish Group, held virtually on Wednesday 31 August 2022 at 11:00am

Present

Cllr Carlo Guglielmi (Lead Member)

Cllr Ray Gooding

Cllr Dave Harris

Cllr Martin Foley
Cllr Paul Gadd
Cllr Lynette Bowers-Flint
Cllr Carlie Mayes
Chris Martin, Director, Strategic Commissioning and Policy (C&F)
Emily Oliver, Head of Strategic Commissioning and Policy (C&F)
Pete Webster, Commissioning Manager, Strategic Commissioning and Policy (C&F)
Richard Buttress, Democratic Services Manager

Understanding the current situation and referral pathways

- There is a single point of access to refer into the Child and Adolescent Mental Health Service (CAMHS) which is provided by the North East London NHS Foundation Trust (NELFT)
- One number to access this countywide service which includes a triaging mechanism, clinical presence and prioritisation process
- Young people can self-refer to CAMHS and do not need to contact their GP, parent, teacher etc
- Risk around immediate and potential harm and is aligned to resource available. People are waiting longer than ideal to receive support
- Resource is a pressure and service is in a post pandemic situation and experiencing an increase in demand
- ECC are communications lead for CAMHS service. There is a communications programme which is shared with all partners
- The new preventative model for early help is provided by the Health Care Resourcing Group (HCRG). It is provided by the NHS via a commissioning collaborative forum (CCF) which is made up of three local authorities and three Integrated Care Boards (ICBs), to which ECC makes a financial contribution towards
- Services are linked into MIND, EWMHS, Barnardos and schools. National rollout of specialist mental health teams in schools impacted by the pandemic and an evaluation has not been completed yet but it is understood to be going reasonably well
- Training programme must be completed before placements are made. ECC are involved in terms of local system commissioners in Essex but the training is not directly commissioned by ECC
- The aim is to see people within 12 weeks however, people are prioritised according to clinical need. Information is provided to young people on what they can expect at the first appointment. There is also support for parents as well.
- People are signposted, where appropriate, to other services such as SilverCloud, Kooth and MindEd
- ECC officers chair the Emotional Wellbeing Group every half-term to connect mental health services and education, including the CCF. Schools receive a lot of information, so it is important this is done in a joined-up way.
- It is too early to see if any changes have been noticed following the creation of ICBs in July 2022
- The group felt there is a need to develop a way to make sure problems do not occur in the first place

- Resilience needs to be built through schools – it is not just about signposting but looking at how to prevent problems in the first place
- ECC provide EWMHS, which is countywide, and also includes voluntary groups. NHS colleagues fund third sector organisations
- There is a balance of where people signposted to ECC provided services and NELFT provided services
- An increase in resource would help but it is difficult to recruit people with the right capabilities. This is a health and care system wide pressure
- Health and social care system has been undervalued in the past ten years which are now bringing pressures around recruitment and retention
- Needs to be effective timely support for people in crisis and that more engagement is needed to prevent situations escalating.

Notes of the meeting of the Mental Health Services for Young People joint Task and Finish Group, held virtually on Wednesday 7 September 2022 at 11:00am

Present

Cllr Carlo Guglielmi (Lead Member)
 Cllr Dave Harris
 Cllr June Lumley
 Cllr Marie Goldman
 Cllr Carlie Mayes
 Cllr Martin Foley
 Cllr Ray Gooding
 Sharon Westfield-de-Cortez, Healthwatch Essex
 Renee Robey, Healthwatch Essex
 Richard Buttress, Democratic Services Manager

Healthwatch Essex – Young Mental Health Ambassadors

- Healthwatch Essex collect lived experiences from service users across the County
- They have seen a significant rise in mental health related calls
- Run various ambassador programmes including one for mental health
- The mental health ambassador programme started 2 – 3 years ago as a result of the Emotional Wellbeing and Mental Health Service (EWMHS) undergoing a re-procurement process
- The group has been commissioned for a further 2 years due to its success and meets on a monthly basis
- There are currently 22 ambassadors in the group ranging in age from 12 – 24
- The majority of ambassadors have lived experience of anxiety, depression, OCD and eating disorders
- They aim to feedback on experiences and shared what could be improved for other people
- NHS, researchers and voluntary groups also join these meetings
- The group supported and co-designed a survey on the impact of Covid on mental health and received 100+ responses

- Identified that young people were worried about coming out of Covid restrictions and felt pressure from family and friends to socialise when they didn't necessarily want to
- They are planning to run a similar project on body image later this year
- Reports from the group are sent to staff networks, CAMHS commissioners, MIND, ECC, ICS's, EPUT and NELFT
- There is no one single place for a person to refer themselves to or be referred to. It can be overwhelming having so many options
- There are currently lengthy wait times after referral and no offer of support in the interim
- Healthwatch inform partners and agencies that they are there and are able to support people with health-related needs
- Knowledge of Healthwatch's existence could be better and attend events and meetings to promote its work, but they have not got funding for a countywide campaign
- Healthwatch currently has 18 employees with four different team – Communications, Information and Guidance, Engagement Team, Research Team
- Improvements around access to information for referral is needed, and respecting people's privacy around not wanting to tell family and friends
- Feedback suggested that the transition from children's mental health services to adult's is daunting which caused more worry
- There is a significant number of children and young people who stop attending school due to mental health issues
- Children who do not speak English as a first language who need mental health support is a barrier to support
- Schools have a huge role to play and are under resources. They need more resource to provide the extracurricular and enriching activities to reduce/prevent the number of people who present with mental health issues
- People said they did not find it comfortable accessing mental health support in schools due to location of the office
- The group enquired as to whether there are schools who willing to get more help for mental health support
- Important to differentiate between SEND support and mental health support so as not to duplicate any support offered
- Healthwatch Essex reported they receive a lot of calls relating to self-harm incidents
- New initiatives for young people are normally fully subscribed very quickly
- It is important to remember that the person has a choice and wants to remain in control and that it does not feel like support is being done to them.
- The Group suggested that targeted funding is aimed at youth clubs

Notes of the meeting of the Mental Health Services for Young People joint Task and Finish Group, held virtually on Tuesday 20 September 2022 at 9:00am

Present

Cllr Carlo Guglielmi (Lead Member)
 Cllr Martin Foley
 Cllr Dave Harris
 Cllr Paul Gadd

Cllr Marie Goldman
Cllr June Lumley
Cllr Ray Gooding
Cllr Lynette Bowers-Flint
Ian Davidson, Chief Executive, Tendring District Council
Anastasia Simpson, Assistant Director, Partnerships, Tendring District Council
Rebecca Morton, Executive Projects Officer, Education, Tendring District Council
Cllr Lynda McWilliams, Portfolio Holder for Partnerships, Tendring District Council
Richard Buttress, Democratic Services Manager

Primary School Wellbeing Hubs project

- There is a rise in mental health issues for young people in Tendring and wider Essex
- Tendring has the second highest suicide rate in the country, with Colchester third and Harlow fifth
- As well as mental health support, consideration also needs to be given to the wellbeing of people
- Tendring District Council have changed its approach and they now have 'Community Leadership' instead of corporate plans
- There are a number of after school activities that help young people and their families
- The 'I am ME' project has been running since 2017
- Primary Schools Wellbeing Hubs project is an afterschool provision that runs on a 6-week cycle with 1-hour sessions
- The sessions are themed around play, art, construction and science and are supported by trained school staff
- The aim is to build resilience and self-esteem in the children and to remove barriers around mental health to enable learning, and helps develop a culture in schools where talking about feelings is the norm
- Evaluation has shown early signs of improvement for the children
- Parent information sessions are also available
- Tendring District Council submitted an application and were awarded funding by the Alliance Investment Fund to rollout the hubs to up to 21 primary schools in North East Essex, and all 21 places were filled by schools across Colchester and Tendring
- Essex University is the evaluation partner, and their final report is due in July 2023
- Mid-July 2022 was the half-way point and evaluation showed:
 - 643 participated in a wellbeing hub
 - Found there was an increase in levels of resilience, self-esteem and decreased anxiety
 - Over half the pupils found the I am ME sessions very helpful
 - The hubs are very low-key intervention in a structured way
 - Pupils into the hubs are referred by workers in the school with the support of parents/carers
 - This pilot has empowered districts to take on enhancing the offer of the mental health support that is already in place

- Public services are collectively responsible for supporting people with mental health issues. It requires a whole system approach to achieve results
- Grant funding is not a sustainable way of providing these services
- A wider rollout of this project would need to be on a district-by-district basis rather than all at once
- Schools are investing its pupil premium to run these hubs as they are classified as after school activities, and this would need to continue in order for these hubs to run
- A whole school approach is taken to encourage pupils to talk about feelings. Particular children of need are identified but the ethos of the schools is there for everyone
- Staffing and resource for the hubs is kept to a minimum in order to keep costs low
- The pilot at Great Bentley primary school would have happened regardless of funding available due to the passion of the headteacher, but the other 21 schools who participated are self-funding at the moment
- School budgets are stretched, and some are having to cancel school trips in order to keep running financially
- The health service have offered further funding once the evaluation has been completed in July 2023, but more funding would need to come from central Government
- Community budgets have been used previously to fund such schemes
- Tendring District Council are the only local council who have a Family Solutions service provided by them
- Organisations can be protective of its own resource and these barriers need breaking down
- An injection of investment is need upfront to show that it will provide a long-term benefit to the wider system
- The pilot has proved that it is not just about deprivation, as Great Bentley is not a deprived area
- Funding should not just be aimed at deprived areas; it should be directed to those children who need support.

Notes of the meeting of the Mental Health Services for Young People joint Task and Finish Group, held virtually on Thursday 29 September 2022 at 9:15am

Present

Cllr Carlo Guglielmi (Lead Member)

Cllr Dave Harris

Cllr Lynette Bowers-Flint

Cllr Marie Goldman

Cllr Paul Gadd

Cllr June Lumley

Cllr Ray Gooding

Clare Kershaw, Director for Education

Andy Allsopp, Head of Profession, Communications and Marketing

Julie Auger, Youth Service Manager

Richard Buttress, Democratic Services Manager

Mental health and education at ECC

- Working on early intervention with young people and schools, trying to regulate behaviours to manage stress and anxiety levels to prevent more complex support being required
- A number of years ago, ECC led a review of teenage suicide and resulted in a multi-agency conference to understand why this was happening
- Outcomes of the review were presented the Safeguarding Board, Health and Wellbeing Board and Children and Young People Strategic Board
- There is a map of services available to support meeting young people's needs which helped understand all of the services out there as this was not clear
- Have undertaken work with professionals on how to identify mental health issues in young people as without appropriate support, can lead to disruptive behaviour in schools
- 'Let's Talk' guidance has been produced
- There has been an increase in anxiety and eating disorders since the Covid-19 pandemic
- Guidance has been produced on suicide prevention for schools
- A whole school Trauma Perceptive Practice (TPP) programme has been created to help schools deal with pupils requiring mental health support
- How schools respond to a heightened anxiety episode is vitally important
- It takes time to train all school in TPP – over half of schools in Essex are engaged. Demand is high but ECC cannot keep up with the demand from a resource perspective
- ECC works with all schools, including academies
- With Academies, responsibility sits with the Department for Transport (DfE) and school's commissioner. ECC meets with them regularly and challenges on issues such as exclusions and will still try to address poor practice
- ECC has a leadership role across Essex and practice improvements are reported to the DfE
- ECC has an annual conversation with academy heads across Essex
- There is a headteacher inclusion roundtable meeting. A lot of academies embrace inclusion, some schools want to be inclusive but do not have the trained workforce to do so
- If Academy headteachers wish to work with ECC but their Trust is not so keen, it is for the headteachers to take up directly with the Trust – ECC have no control
- Not all schools are embracing the support and help available that ECC offer
- Sometimes schools leave it too late to ask for help and normally engage with ECC at the point a child is about to be excluded or moved
- Schools may not be able to access the support it needs to help pupils due to internal and external processes, bureaucracy
- ECC is holding an Educational and Wellbeing conference this school year
- ECC needs to review how it gets newly formed strategies into schools more quickly
- DfE are rolling out a mental health lead in every school in Essex, and the taskforce has designated a secondary lead in secondary schools
- Schools should be as good at dealing with mental health as they are at safeguarding
- 40% of schools have a named designated mental health support team
- There is a need for fully staffed mental health teams

- There is a concern around the groups of young people that are not engaging with fixed provision that require mental health support.

Communications and marketing at ECC

- ECC's 'Always On' programme of children mental health activity has been mapped and agreed by the communications team and the mental health commissioning team
- This includes key awareness days, milestones, particular periods of the year (exams, winter)
- There is a wider all ages mental health programme of activity which focusses on eight key audience groups identified as priorities
- ECC takes the lead for children mental health communications on behalf of 10 partners organisations that commission SET CAMHS
- Sometimes undertake testing with desired audience before being rolled out across the channels
- There is a comms and marketing toolkit for partners which ensures consistency around content to simplify access to information and advice for young people
- The strategic objectives for this year are:
 - Increase the number of young people, parents and carers appropriately accessing the CAMHS across Southend, Essex and Thurrock (SET CAMHS) in order to meet NHS access target of 35%
 - Increase web traffic to relevant local health and wellbeing websites across Southend, Essex and Thurrock to encourage people to find out about self-care and the early mental health support
- The campaign objectives for this year are:
 - To unify the promotion of children's mental health support across Southend, Essex and Thurrock, and implement a consistent 'always on' programme of proactive activity
 - To signpost to self-care resources and early help services formally commissioned across the three areas to support children and young people's mental health
 - To strengthen relationships with existing stakeholders who have direct contact with CYP to maximise outreach, promote the importance of self-care and support CYP to build resilience
 - To simplify the pathway to information, resources and guidance around children's mental health support so that CYP and families can find appropriate help sooner and before reaching crisis point
 - To take an integrated approach to activity, recognising the merits of both digital and offline tactics in meeting the specific needs of our audiences
- The planned timeline for this year are:

Timeline

Toolkits	Timescale	Content
1	November - January	<ul style="list-style-type: none"> ○ 'Always on' support messaging ○ Winter, Christmas and New Year ○ National Stress awareness day ○ National grief awareness week ○ Blue Monday
2	February – April	<ul style="list-style-type: none"> ○ 'Always on' support messaging ○ Children's MH week ○ Time to talk day ○ Self-injury awareness day ○ Launch of new CAMHS contract
3	May - July	<ul style="list-style-type: none"> ○ 'Always on' support messaging ○ Exam period ○ Start of summer holidays
4	August – October	<ul style="list-style-type: none"> ○ 'Always on' support messaging ○ Summer holidays and pressures ○ Exam results ○ World Suicide Prevention day ○ World Mental Health day

- There has been a particular focus recently on suicide prevention across all ages
- There is a £12,000 budget this year to boost social media activity
- Focussed campaigns activity on education transitions
- ECC has been commissioned to deliver the communications and marketing support for the partnership for a further 12 months.
- It can be difficult to engage with young people and channel choice work is important to this
- Linking outputs to outcomes is vital.

Essex Youth Service

- Essex Youth Service is part of the Essex County Council Education Directorate
- The service is an informal education, personal and social development service which supports young people, predominantly aged 13 to 19
- The service has a very wide and diverse offer of direct delivery and supporting the local community to develop and grow sustainable local youth provision
- Engage in any area or activity where a youth work solution may be an advantage
- Youth voice and participation via the Young Essex Assembly (YEA)
- Deliver a young carers service and complete an average of 750 young carer assessments each year, ensuring young carers have a dedicated key worker
- Working towards national young carers in schools award
- Deliver the Duke of Edinburgh Award in Essex – ambition is to have every school in Essex offer Duke of Edinburgh experience
- There are 12 Youth Strategy Groups:

- Countywide budget of £200K per year
- Chaired by County councillors
- Many have young people as vice chairs from Young Commissioners or YEA
- Identify local and County-wide priorities through consultations with young people & communities
- Identify existing provision through community mapping and stakeholder events
- Commission provision to meet local needs
- Mobile Youth Centres are used by community groups to deliver youth work sessions in more rural areas
- Multi-schools council became part of the Essex Youth Service in September 2022 with focus to challenge negative perceptions towards children with SEND and mental health needs
- The Employability and Skills Team work with 16 -18-year-olds who require help to progress into employment, education, or training.
- Youth Work in Hospital project commissioned by the Violence and Vulnerability Unit and is embedded in A&E departments to support victims of youth violence
- Targeted Youth Advisers lead the targeted youth team to deliver support services to young people through 1:1 and groupwork interventions
- 5-week mentoring programmes for young people living in Greater Essex, who are at risk of entering into abusive relationships, are victims of domestic violence or have witnessed domestic abuse within the home
- Supporting young people aged between 15 and 24 years to access work experience placements
- Future Ready is an emotional well-being and NEET prevention programme delivered within school or college settings
- Offer bespoke targeted projects and support to individuals or groups who may struggle to engage with formal learning due to emotional issues, disruptive behaviors or engaging in low levels of crime.

Boundary Review

Consideration of the Council's Initial Submission to the Local Government Boundary Commission for England

Report of Councillor Kevin Bentley, Leader of the Council.

1. Background and purpose of the Report

- 1.1 The Local Government Boundary Commission for England (The Commission) is an independent body established by Parliament in April 2020 to undertake local government electoral reviews. An electoral review examines and proposes new electoral arrangements for the whole local authority. The review looks at the total number of councillors to be elected to the council, known as council size, the names, numbers and boundaries or divisions and the number of councillors to elected to each division.
- 1.2 Essex County Council meets the Commission's criteria for electoral inequality as 21 of our 70 (30%) divisions having an electoral variance outside 10% from the average. Four divisions have a variance of more than 20% and one division has a variance of more than 30%. The Local Government Boundary Commission has a responsibility to review local authorities from time to time and Essex's last review took place in 2004. Therefore the Commission have decided to undertake a review of Essex County Council. The Commission is currently looking at a number of district councils in Essex. ECC divisions cannot cross a district boundaries but they do not need to align with district ward boundaries.
- 1.3 The electoral review has two distinct parts, Council Size and Division Boundaries. This report relates to the first part on Council size. By the end of January 2023 we are required to present the Commission with our case for a future council size to be implemented in May 2025, that we believe is right for the authority. Following this the Commission will come to a view on the total number of councillors to be elected to the council before the next stage on the division pattern.
- 1.4 In addition to the Council size submission, we can consider submitting a request for a single-member division review, whereby the Commission will seek to introduce single member division – currently we have five divisions which return two councillors. If we wish to formally request a single-member division review, we must do so in advance of, or at the same time as the formal council size submission.
- 1.5 Following the member briefing by the Commission in the summer of 2023 a cross party member working group was been set up to support the review. The members of this group are:
 - Cllr Tom Cunningham
 - Cllr Lewis Barber

- Cllr Dave Harris
- Cllr Jaymey McIvor
- Cllr Stephen Robinson
- Cllr Kerry Smith
- Cllr Holly Whitbread

The Group are supported by the Head of Democracy and Transparency and the Director, Legal and Assurance with the assistance of the Democracy team and Intelligence Teams. We will continue to work on the Boundary Review through the next stages.

- 1.6 We have carried out a survey which all members were invited to complete. This was completed by 36 Members giving their views. Other members have been consulted via their political or non-political Groups.
- 1.7 The Group have considered feedback from members and have recommended that we seek a single member division review, seeking assurances from the Commission that the divisional pattern supports this without a negative impact on communities.
- 1.8 The Group have also provisionally proposed an increase in the council size from 75 to 77 members to address the electoral imbalance across Essex whilst enabling provision for growth.
- 1.9 The Council is required to submit a completed form to the Boundary Commission. The latest draft is appended to this report. Unfortunately, it is not possible to present a final version to this meeting as some information is missing or incomplete. The final submission needs to be made before the February council meeting. We are therefore asking Council to delegate authority to the Director, Legal and Assurance to finalise the document after consulting Group Leaders and the Boundary Review Member Working Group mentioned above. The final version will still reflect the Council's formal resolution.

2. Recommendations

- 2.1 That Council agrees to formally request a single member division review and that the Director, Legal and Assurance formally writes to the Local Government Boundary Commission to request a such a review.
- 2.2 That Council approves the draft submission appended to this report with a recommendation of 77 members, and agrees that the Director, Legal and Assurance is authorised to submit the final submission in January 2023 after consultation with the Group Leaders and the Boundary Review Member Working Group.

DRAFT Essex County Council

Council Size Submission: Template

NOTE: We cannot send the Council a final version because there are a number of pieces of data which are either not finished or not available at the time of publishing the Council agenda. Whilst we wouldn't normally send a draft to Council, it is felt that this is the best way of giving all members the opportunity to comment and discuss the document before it is sent.

DRAFT

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How to Make a Submission

It is recommended that submissions on future governance arrangements and council size follow the guidance provided and use the format below as a template. Submissions should be treated as an opportunity to focus on the future needs of the council and not simply describe the current arrangements. **Submissions should also demonstrate that alternative council sizes have been considered in drawing up the proposal and why you have discounted them.**

The template allows respondents to enter comments directly under each heading. It is not recommended that responses be unduly long; as a guide, it is anticipated that a 15 to 20-page document using this template should suffice. Individual section length may vary depending on the issues to be explained. Where internal documents are referred to URLs should be provided, rather than the document itself. It is also recommended that a table is included that highlights the key paragraphs for the Commission's attention.

'Good' submissions, i.e. those that are considered to be most robust and persuasive, combine the following *key success components* (as set out in the guidance that accompanies this template):

- Clarity on objectives
- A straightforward and evidence-led style
- An understanding of local place and communities
- An understanding of councillors' roles and responsibilities

About You

The respondent should use this space to provide the Commission with a little detail about who is making the submission, whether it is the full Council, Officers on behalf of the Council, a political party or group, a resident group, or an individual.

This submission has been prepared by officers from Legal and Assurance, including the Head of Democracy and Transparency, and the Director, Legal and Assurance supported by data and information from the Policy Team, in collaboration with a cross party working group (Chaired by Cllr Tom Cunningham (Con) and comprising Cllr Lewis Barber (Con), Cllr Dave Harris (Lab), Cllr Jaymey McIvor (Con), Cllr Stephen Robinson (Lib Dem), Cllr Kerry Smith (NAG) and Cllr Holly Whitbread (Con) in consultation with the Leader of the Council.

A draft of this document was considered by full Council in December 2022 and approval of the final document was delegated to the Director, Legal and Assurance, following consideration by the Group Leaders (Cllr Kevin Bentley, Leader of the Council and Conservative Group Leader, Cllr Chris Pond, Leader of the Opposition and Non-Aligned Group Leader, Councillor Ivan Henderson, Leader of the Labour Group and Cllr Mike Mackrory, Leader of the Liberal Democrat Group.

This is Essex County Council's formal submission. *All members of the Council were invited to complete an electronic survey to provide their views and all members who are in divisions with two members were asked for their input. 36 Members completed the survey and discussions took place within Group meetings between July and December 2022.*

The Context for your proposal

Your submission gives you the opportunity to examine how you wish to organise and run the council for the next 15 - 20 years. **The consideration of future governance arrangements and council size should be set in the wider local and national policy context.** The Commission expects you to challenge your current arrangements and determine the most appropriate arrangements going forward. In providing context for your submission below, please demonstrate that you have considered the following issues.

- When did your Council last change/reorganise its internal governance arrangements and what impact on effectiveness did that activity have?
- To what extent has transference of strategic and/or service functions impacted on the effectiveness of service delivery and the ability of the Council to focus on its remaining functions?
- Have any governance or capacity issues been raised by any Inspectorate or similar?
- What influence will local and national policy trends likely have on the Council as an institution?
- What impact on the Council's effectiveness will your council size proposal have?

Essex County Council has operated the Cabinet and Leader model of governance since it established a shadow version following the introduction of the legislation in 2000. Since that point it has undertaken this model of governance and has no current plans to change the overall governance model as it operates effectively and efficiently and is consistent and stable.

A major review of the constitution was undertaken in 2011 and a less significant one was done in 2017. Since then we have operated a policy of continuous improvements to the constitution which is updated regularly.

No governance or capacity issues have been raised by any inspectorate, in fact Essex County Council or its officers frequently support other reviews and are currently appointed as Government Commissioners and Best Value Inspectors for Thurrock Council. As part of the Best Value Inspection, Essex is inspecting their governance, audit, risk, and scrutiny functions.

The Council is a high performing Council with our residents at the heart of what we do, despite the significant scale of Essex. Our strategic programme, known as Everyone's Essex aims to renew our economy by supporting businesses and job creation within the county, seeking equality across the county and enabling residents to maximise their potential and to be ambitious for the people of Essex.

Of the 75 County Councillors currently 56 of them are twin hatted members with a number holding positions of responsibility at their other local authority.

Essex is working with partners to actively explore devolution but there is no agreed deal and negotiations have not started. If a county combined authority should be the preferred solution, there is a further dependency on the relevant legislation being enacted. It is possible that more will emerge during the period of the boundary review, although this no outcome of devolution is itself likely to have a major impact on the functioning of ECC as an authority.

Our Council Size proposal will equalise the demands placed upon members who have large electorates and reduce the caseload size for members in those divisions, we hope that it will make the role more manageable. We hope that three more members would provide further capacity for committees, although we are not proposing to change our committee size. We do not anticipate that the change to Council Size would have any change of the role of the Executive Members as we already have the maximum number of members allowed in the Cabinet.

Local Authority Profile

Please provide a short description of the authority and its setting, in particular the local geography, demographics and community characteristics. This should set the scene for the Commission and give it a greater understanding of any current issues. The description should cover all of the following:

- Brief outline of area - are there any notable geographic constraints for example that may affect the review?
- Rural or urban - what are the characteristics of the authority?
- Demographic pressures - such as distinctive age profiles, migrant or transient populations, is there any large growth anticipated?
- Community characteristics – is there presence of “hidden” or otherwise complex deprivation?
- Are there any other constraints, challenges, issues or changes ahead?

Further to providing a description, the Commission will be looking for a submission that demonstrates an understanding of place and communities by putting forth arguments on council size based upon local evidence and insight. For example, how does local geography, demographics and community characteristics impact on councillor casework, workload and community engagement?

Essex County Council profile and key demographics of Essex:

Essex is the second largest shire county by population and the ninth largest by area. It has had 75 councillors since the last review, implemented in 2005.

The administrative county of Essex covers an area of 3,465 square KM (this is based on the area in hectares clipped to the coastline (Mean High Water mark), which is 346,599.7 hectares and has been rounded to nearest five square km.¹

In 2005 we had a population of 1,345,170; on Census Day 2021 a population of 1,503,520 and our population is expected to rise to 1,573,456 by 2029.

The county council area consists of twelve borough, city and districts. Essex is a diverse county and each of the districts has its own features.

- Basildon: Much of the population is based in the new town of Basildon and in the smaller towns of Billericay and Wickford. There is much employment and retail in the area, as well as much rural villages and country parks
- Braintree: Braintree is a predominantly rural area including the towns of Braintree, Witham and Halstead and many traditional rural Essex villages such as Coggeshall, Finchingfield and Great Bardfield.
- Brentwood: The town of Brentwood, as well as surrounding villages and two much loved country parks.
- Castle Point: The towns of Benfleet and Hadleigh as well as Canvey Island, which was reclaimed from the sea by the Dutch Adventurer Cornelius Vermuyden. The Olympic cycle course was here, now Hadleigh Park and Hadleigh Castle overlooks the Thames where it has been much admired by artists and visitors alike.
- Chelmsford: The County town is the birthplace of radio and many other companies, old and new. It has a thriving retail offer and has experienced huge growth in recent years. The city includes a rural hinterland and a new racecourse. Anglia Ruskin University has a large campus here.
- Colchester: Britain's oldest recorded town and newest City. The historic settlement of Colchester but also ancient coastal communities such as Mersea Island. It is also the home of the famous Wilkin Tiptree jam. It also includes the Dedham Vale AONB. The University of Essex is based here.

¹ Data from <https://geoportal.statistics.gov.uk/datasets/ons::standard-area-measurements-latest-for-administrative-areas-in-the-united-kingdom-v2/about>

Epping Forest: A rural area straddling the M25, including the remaining parts of the ancient Epping Forest as well as the towns of Epping, Chipping Ongar and Loughton as well the larger villages of Chigwell, and North Weald.

Harlow: The new town of Harlow which features a sculpture trail, much high quality modern architecture and attractive riverside walks, as well as modern development and industry.

Maldon: This rural district, popular with visitors includes the Blackwater estuary and the Dengie Peninsula including many coastal villages and a number of islands.

Rochford: A rural and suburban district, which includes the towns of Rayleigh and Rochford as well as the Crouch estuary. Most of Southend Airport lies within the district. Also includes the Broomway path across the Maplin Sands, said to be the most dangerous path in Britain.

Tendring: Situated in the North-East of Essex and includes the 'sunshine coast' of Clacton, Holland on Sea, Frinton and Walton on the Naze as well as the ancient and modern port of Harwich which still sees regular ferry sailings to the Netherlands and to the Baltic sea. It borders with the Stour estuary.

Uttlesford: A rural part of North-West Essex including the ancient towns of Saffron Walden and Stansted Mountfitchet. It also includes the M11 corridor, the river Stort valley, the ancient woodland of Hatfield Forest and Stansted Airport itself, as well as the historic house of

In Essex we have over 300 parish and town councils, these are located within districts as follows:

Basildon:	9
Braintree:	64
Brentwood:	9
Castle Point:	1
Chelmsford:	27
Colchester:	35
Epping Forest:	28
Harlow:	0
Maldon	32
Rochford:	14
Tendring:	27
Uttlesford:	57

The towns of Basildon, Braintree, Brentwood, Clacton and Harlow , Harlow, parts of the cities Chelmsford and Colchester and the mainland parts of the Borough of Castle Point are not parished.

Essex has boundaries with London boroughs, Cambridgeshire, Suffolk as well as the unitary authorities of Southend, and Thurrock and a maritime border with Medway.

We have three major railway lines into London and are served by busy A roads, by the M11 and M25, are home to Stansted and Southend airport and to the port of Harwich. We have two universities and have major educational establishments.

We are 72% rural in nature with two cities and a number of major towns. We have over 300 parish and town councils across the county and large urban areas with no local councils. We have over 350 miles of coastline with vibrant towns and cities including Britain's first at Colchester and sleepy Blackwater salt marshes. We have an area of outstanding natural beauty in the Dedham Vale and Stour Valley, we have the ancient Epping Forest and we have two new towns, Harlow and Basildon both designated in the late 1940s; Essex is an incredibly diverse place.

- The average age of the population of Essex is slightly older than England as a whole with 310K residents aged 65 and overs and lower proportions of 15-39s and slightly higher proportions of those aged 50+. The age groups seeing the fastest levels of growth are amongst the 70-74 age group, this group has grown 44% in the last decade and this is above the national average of 37%. 51.3% of the Essex population is female, and 48.7% are male.
279k residents are aged 0-15, 914k are aged 16-64, and 310k are aged 65+.
- The overall population density in Essex is 435 people per square kilometre which is similar to the England average, Harlow, Castle Point and Basildon have the highest population densities.
- Colchester, Basildon and Chelmsford are the most populous districts in the County, the least populous are Maldon, Brentwood and Rochford.
- There are now over 627K households in Essex, up from 582K in 2011, with increases everywhere across the county but biggest increases are in Uttlesford, Colchester and Harlow in the last ten years.
- Life expectancy saw a steady increased for both men and women in the first decade of the 2000s, however in the last 10 years this trend has levelled off in Essex, Essex continues to generally track the regional pattern although female life expectancy is falling and is below the regional average. Uttlesford has the highest life expectancy for both males and females of all the Essex districts and Tendring has the lowest of all Essex districts for both males and females. The gap between the least and most deprived communities has widened with an eight year difference.²
- Around 76% of the working age Essex population are employed, but this varies from a high of 85% in Rochford to 60-66% in Brentwood and Tendring.³

² [2022 High Level Essex JSNA Summary – Essex Open Data](#)

³ [2022 High Level Essex JSNA Summary – Essex Open Data](#)

- Ethnicity data to be included [Census 2021 data due to be released by ONS on 29 November. ECC Research will compile analysis of the published data, to be published on Essex Open Data a few days later (within a week of ONS publication).]
- The average educational attainment score across Essex is around 50, but this varies from a high of 55 in Brentwood to a low of 44 in Tendring with scores correlating closely with levels of deprivation.
- Civic engagement
Over 96% of our residents speak English as their first language.
- Over 18% of our population living in poverty after housing costs.
- As at April 2022, Local Authorities in Essex are preparing Local Plans to deliver approximately 147,700 additional homes up to 2036 and beyond, of which 39,750 have been completed, 40,300 have the benefit of planning permission and 67,650 remain to secure planning permission as at April 2022. This equates to approximately 7,150 additional homes per annum based on either 'objectively assessed housing need' or the 'Standard Method' for the relevant local authority. Significant additional growth is also being planned in the emerging Local Plans for Southend and Thurrock Unitary Authorities (around 50,000 homes).
- At present there are adopted Local Plans in Essex for Braintree (to 2033); Brentwood (to 2033); Chelmsford (to 2036); Colchester (to 2033); Harlow (to 2033); Maldon (to 2029) and Tendring (to 2033). Local Plans at Basildon (March 2022) and Castle Point (July 2022) have been 'withdrawn' with new Local Plan preparation commencing. Other Local Plans in Chelmsford (to 2041), Maldon (to 2043), Rochford (to 2040), Uttlesford (to 2040), Southend (to 2040) and Thurrock (to 2040) are at early stages of plan preparation. Brentwood has recently adopted a new Local Plan but in doing so is committed to submission of a review for examination within 28 months of adoption. These plans will represent a higher rate of housing site delivery than previous plans. Essex planning authorities have made progress in increasing delivery over the last five years to 2021/22 with some 32,200 new homes being delivered at an average of 6,450 per annum. Net annual housing additions more than doubled from 3,100 in 2013/14 to a high of 7,300 in 2018/19. Delivery fell to 5,598 in 2020/21 largely due to the impact of the pandemic. This has increased to 6,529 homes in 2021/22.
- [Planning methodology, elector numbers and forecast map to be inserted here]

The Council last held ordinary elections in May 2021 and has 52 Conservative Councillors, eight Liberal Democrat Councillors, five Labour Councillors and 10 Councillors who form a non-aligned group who were elected as candidates from the Green Party, Canvey Island Independent Party, Residents for Uttlesford, Loughton Residents Association and three Independents.

The Council has a strong political and strategic aim, which is for Essex to be the best local authority in the country – not by the standards of others, but by the standards of the people, the businesses, and the communities it is our duty to support and serve, in doing this we will:

- renew our economy and we will support our businesses as they seek to recover the ground lost by the hard stop placed on them by the pandemic and create the jobs that underpin our wellbeing

- seek equality so that opportunity is more fairly distributed across Essex – we want all our residents to be able to maximise their potential
- be as ambitious for the people of Essex as the people of Essex are for themselves and their families. Because there is no excellence without ambition. There is no landing on the moon, without first reaching for the stars.

Alongside these themes – Renewal, Equality, Ambition – that run through everything we do, we are focused on four areas where outcomes really matter for the quality of life of our residents, these are the economy, the environment, children and families and promoting health, care and wellbeing for all the parts of our population who need our support.

Essex is served by a single Police, Fire and Crime Commissioner. The health geography in Essex is the most complex in the country with Essex being served by three Integrated Care Boards one of which mainly covers Suffolk and one of which mainly covers Hertfordshire, although both cover significant parts of Essex. The third covers parts of Essex along with the two unitary authorities of Southend and Thurrock. The Essex Health and Wellbeing Board is chaired by the Cabinet Member for Adult Social Care and Health which has played an important role during the last two years. Essex is a member of the South-East Local Enterprise Partnership with East Sussex, Kent, Medway, Southend and Thurrock which is the largest LEP outside of London.

Council Size

The Commission believes that councillors have three broad aspects to their role.

These are categorised as: **Strategic Leadership, Accountability (Scrutiny, Regulatory and Partnerships), and Community Leadership.**

Submissions should address each of these in turn and provide supporting evidence. Prompts in the boxes below should help shape responses.

Strategic Leadership

Respondents should provide the Commission with details as to how elected members will provide strategic leadership for the authority.

Responses should also indicate how many members will be required for this role and why this is justified. **Responses should demonstrate that alternative council sizes have been explored.**

Topic		
Governance Model	<i>Key lines of explanation</i>	<p>➤ <i>What governance model will your authority operate? e.g. Committee System, Executive or other?</i></p> <p>➤ <i>The Cabinet model, for example, usually requires 6 to 10 members. How many members will you require?</i></p> <p>➤ <i>If the authority runs a Committee system, we want to understand why the number and size of the committees you propose represents the most appropriate for the authority.</i></p>

		<p>➤ <i>By what process does the council aim to formulate strategic and operational policies? How will members in executive, executive support and/or scrutiny positions be involved? What particular demands will this make of them?</i></p> <p>➤ <i>Whichever governance model you currently operate, a simple assertion that you want to keep the current structure does not in itself, provide an explanation of why that structure best meets the needs of the council and your communities.</i></p>
	Analysis	<p>Current Position</p> <ul style="list-style-type: none"> Essex County Council currently has 75 councillors, following the last ordinary elections in May 2021. Elections take every four years; the next election is scheduled for May 2025. The Council's political composition following the election in 2021 is: <ul style="list-style-type: none"> Conservative: 52 Liberal Democrat: 8 Labour: 5 Non-Aligned: 10. <p>The non-aligned group is made up of the following members: Green party: 1, Canvey Island Independent Party: 2, Residents for Uttlesford: 2, Rochford District Residents: 1, Loughton Residents Association: 1 and 3 Independents.</p> <ul style="list-style-type: none"> There are currently 75 County Councillors, the total number of seats for Members on committees is 83, taking out the 10 executive members that is an average of 1.2 seats per Non-Executive member. The Council has operated the Strong Leader and Cabinet system of governance in line with the LGA 2000 and the LGPIH Act in 2007 and the Localism Act 2011, it has operated this since it trialled it in 2001. Since its inception, Essex County Council has had ten Cabinet Members and varying numbers of Deputy Cabinet Members to support the workload of the Cabinet. The Leader is appointed by Council at the first annual meeting following the ordinary elections and usually holds office for the full four years. The Leader determines the make-up of Cabinet and holds a portfolio. There are no current plans for this model of governance to change and portfolios are reviewed and rebalanced on at an annual basis to support policy, pressures and workload demands. We currently have ten members of Cabinet and eleven deputy cabinet members supporting the cabinet members. The portfolios of the Cabinet Members are: <ul style="list-style-type: none"> Leader of the Council Deputy Leader and Cabinet Member for Community, Equality, Partnerships and Performance

		<ul style="list-style-type: none"> ○ Adult Social Care and Health ○ Finance, Resources and Corporate Affairs ○ Education Excellence, Lifelong Learning and Employability ○ Waste Reduction and Recycling ○ Children’s Services and Early Years ○ Devolution, the Arts, Heritage and Culture ○ Highways Maintenance and Sustainable Transport ○ Economic Renewal, Infrastructure and Planning <ul style="list-style-type: none"> • Our Constitution sets out the decision-making structure of the local authority and the roles of members. • The Cabinet has overall responsibility for strategic decision making and there are no plans to consider a change in governance arrangements. This is because of the size of the local authority and the county we serve and the requirement for it to be agile and flexible at all times. The Council believes that the current structure is best placed to support the residents and challenges that it faces and therefore it would not be beneficial to consider a change at this time. However, the Council is watching developments with devolution closely and will respond to opportunities as and when they arise. • The Corporate Leadership Team (CLT) consists of the Chief Executive and a team of Executive Directors and Directors. They meet regularly as the Corporate Leadership Team (weekly) and Recovery Advisory Board (monthly) to provide overall strategic business management for ECC and monitor the strategic performance of the organisation. They work closely with the Cabinet in considering matters of strategic or corporate significance for the authority and with partners in shaping effective public services in Essex. The team of senior officers making up CLT includes the following roles: <ul style="list-style-type: none"> ○ Chief Executive ○ Executive Director, Children and Families (DCS) ○ Executive Director, Climate, Environment and Customer Services ○ Executive Director, Adult Social Care (DASS) ○ Executive Director, Corporate Services ○ Executive Director, People and Transformation ○ Executive Director, Economy, Investment and Public Health ○ Director, Wellbeing, Public Health and Communities
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		<ul style="list-style-type: none"> • The County Council as a collective continues to have important roles in relation to the budget and policy framework following recommendations made by Cabinet. • Non-Executive decisions are made either by full Council, by one of three Committees of the Council or by officers under delegated powers. • All members have role profiles and those in receipt of a special responsibility allowance have specific duties and responsibilities. • Governance processes were tested during the COVID-19 pandemic and overall performed well without any additional delegations being required. There are a small number of urgent decisions where member decisions may be taken without the usual notice or being subject to call-in to scrutiny. The Call in involves an informal process in addition to the formal process with the aim of resolving concerns quickly.
Portfolios	Key lines of explanation	<ul style="list-style-type: none"> ➤ How many portfolios will there be? ➤ What will the role of a portfolio holder be? ➤ Will this be a full-time position? ➤ Will decisions be delegated to portfolio holders? Or will the executive/mayor take decisions?
	Analysis	<p>We have ten members of Cabinet and 11 deputy cabinet members supporting the cabinet members. The portfolios of the Cabinet Members are:</p> <ul style="list-style-type: none"> ○ Leader of the Council ○ Deputy Leader and Cabinet Member for Community, Equality, Partnerships and Performance ○ Adult Social Care and Health ○ Finance, Resources and Corporate Affairs ○ Education Excellence, Lifelong Learning and Employability ○ Waste Reduction and Recycling ○ Children's Services and Early Years ○ Devolution, the Arts, Heritage and Culture ○ Highways Maintenance and Sustainable Transport ○ Economic Renewal, Infrastructure and Planning <p>The roles and responsibilities of the Cabinet and Deputies to Cabinet Members can be found in Article 7 of the Constitution and the detailed portfolio in Article 14, Part 3 of the Constitution.</p>

		<p>Councillor Kevin Bentley became Leader of the Council at the Annual Meeting in May 2021, he had previously served as Deputy Leader for eight years. Councillor Louise McKinlay became the Deputy Leader of the Council in May 2021, having previously served in the Cabinet in the last Council. Cabinet Members are expected to attend Cabinet meetings, full Council, informal meetings, portfolio meetings, attendance at scrutiny meetings, visits and representation on external bodies.</p> <p>Cabinet meets on a monthly basis approximately 11 times a year to take formal decision. Depending on the amount of business on the agenda, the meetings usually last between 1 and 2 hours. The members of cabinet meet informally usually twice a week.</p> <p>The role of a Cabinet Member is very busy and often seen as a full-time role. The members each lead on their portfolios whilst also working on a collective basis. The workload for Executive members is considerable, in a survey undertaken as part of the Independent Remuneration Panel review into Members' allowances in 2021, most Cabinet Members indicated they spent 30-40 hours a week on their portfolio responsibilities, not including the usual casework expected of Members. For the Leader of the Council the figure was higher.</p> <p>Cabinet members work closely with our partners and neighbouring authorities and represent Essex on many boards, they are also expected to attend Scrutiny Committees to report on their work and be scrutinised on decisions made.</p> <p>Cabinet Members are supported by Deputy Cabinet Members, who although they cannot exercise Executive Functions, have the role of: Assisting and working with the designated Cabinet Member, including overseeing specific areas or responsibility within the portfolio, undertaking specific tasks, assisting in performance monitoring, reporting to cabinet in their absence, this is expected to be at least 2 days a week. Deputy Cabinet Members often hold specific responsibilities such as the deputy to the Leader also serves as 'Climate Czar' who leads on our climate action work.</p> <p>Our <u>Constitution</u> sets out the decision-making structure of the local authority and the roles of members. Decision making can be found in Article 5.</p>
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		<p>The Cabinet is responsible for ensuring best value and leading on the preparation of the Council's policies, strategies and its budget of £2,095 million, (gross budget including schools for 2022/23). It takes responsibility for decisions and priorities of that budget and providing collective and individual leadership as part of Cabinet.</p> <p>The majority of decisions are taken by Cabinet members on an individual basis although some decisions that are cross cutting and affect the area of responsibility of more than one cabinet member are usually made at the meeting of Cabinet. From December 2021 to end November 2022 there were 192 Cabinet Member Actions published. 202 Key Decisions and 56 decisions taken at Cabinet.</p> <p>The workload for Executive members is considerable, in a survey undertaken as part of the Independent Remuneration Panel review into Members' allowances in 2021, most Cabinet Members indicated they spent 30-40 hours a week on their portfolio responsibilities, not including the usual casework expected of Members. For the Leader of the Council the figure was higher. Other members with workloads higher than the usual casework requirements would include opposition Group Leaders, Committee Chairmen (across a range of functions including scrutiny) and the deputies to Cabinet Members. Whilst there was considerable variance to the specified time commitments a further 10-12 hours weekly (on top of casework) was common. In some instances Members held multiple responsibilities which, when combined, approached 30 hours weekly. For context, the average time commitment given over to casework, for both Executive and Non-Executive members, was 20 hours per week.</p>
Delegated Responsibilities	<i>Key lines of explanation</i>	<p>➤ What responsibilities will be delegated to officers or committees?</p> <p>➤ How many councillors will be involved in taking major decisions?</p>
	Analysis	<p>Essex County Council's delegations to officers and committees are set out in detail within our scheme of delegation within our constitution.</p> <p>The primary delegated officers are listed within the constitution in addition to any other officer who has been delegated responsibilities.</p> <p>The constitution provides specific delegations to officers as below:</p>

		<p>All officers listed in paragraph 15.3 have delegated authority to exercise any of the Council's functions and powers so far as it is necessary or conducive to do so in order to provide any service for which they have from time to time been given management responsibility. This includes, but is not limited to:</p> <ul style="list-style-type: none"> (i) managing the human and material resources made available for the services they manage and the authority, in accordance with the Council's policies on pay and recruitment; (ii) entering into contracts; (iii) implementing a policy or decision previously approved or taken by the full Council, a committee, the Cabinet or a Cabinet Member; (iv) doing anything to facilitate or which is incidental to the implementation of such a policy or decision; (v) taking enforcement action, serving any notice or making any order; (vi) authorising other officers to take any other steps necessary for or conducive to the performance of any such powers; or (vii) exercising discretion as to the institution of legal proceedings. <p>Specific delegations can be found at Appendix 1.</p> <p>Councillors are involved in all strategic decisions and have significant levels of responsibility. The ten members of Cabinet are the principal decision makers for Essex County Council through the executive functions.</p> <p>During the COVID-19 pandemic all formal and informal meetings took place remotely, many informal ones continue on the basis to support the varying commitments of members. During the pandemic there was a reduction in member expenses.</p>
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Accountability

Give the Commission details as to how the authority and its decision makers and partners will be held to account. The Commission is interested in both the internal and external dimensions of this role. **Responses should demonstrate that alternative council sizes have been explored.**

Topic	
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Internal Scrutiny	The scrutiny function of authorities has changed considerably. Some use theme or task-and-finish groups, for example, and others have a committee system. Scrutiny arrangements may also be affected by the officer support available.
Key lines of explanation	<ul style="list-style-type: none"> ➤ <i>How will decision makers be held to account?</i> ➤ <i>How many committees will be required? And what will their functions be?</i> ➤ <i>How many task and finish groups will there be? And what will their functions be? What time commitment will be involved for members? And how often will meetings take place?</i> ➤ <i>How many members will be required to fulfil these positions?</i> ➤ <i>Explain why you have increased, decreased, or not changed the number of scrutiny committees in the authority.</i> ➤ <i>Explain the reasoning behind the number of members per committee in terms of adding value.</i>
Analysis	<ul style="list-style-type: none"> • There are four Policy and Scrutiny Committees (PSCs) at Essex County Council, each covering a particular area of the authority's activity: Corporate, Health, People and Families, and Place Services and Economic Growth. In addition, a Scrutiny Board (the membership of which includes the chairmen of the PSCs and open to Vice-Chairs) meets on a monthly basis and has overall responsibility for the direction and management of the scrutiny function. • The committees meet on average 8-12 times a year and each has approximately 14 full members with both the Health Overview PSC and the People and Families PSC including co-opted members. Meetings take place in public at County Hall in Chelmsford and all committees encourage public participation. Meetings are also broadcast on the ECC Democracy YouTube channel. • Scrutiny is a high-profile and established part of the democratic process at Essex. The committees work closely with cabinet members and senior officers to review and develop policy, monitor performance and raise issues of public concern. Scrutiny members also regularly form smaller 'task and finish' groups to look closely at particular issues, reporting back to the relevant committee or committees. • The Committees are as follows: <ul style="list-style-type: none"> ○ Corporate Policy and Scrutiny Committee (14 members) ○ People and Familiar Policy and Scrutiny Committee (14 members) ○ Place Services and Economic Growth Policy and Scrutiny Committee (14 members) ○ Health Overview Policy and Scrutiny Committee (12 members). • In addition to the above members participate in Joint Overview and Scrutiny Committees, particularly with regard to the extensive and complex health system within Essex and beyond, with significant parts of the county being served by hospitals in London. • These Overview and Scrutiny committees usually meet between eight and 12 times a year and have informal briefings and task and finish groups. Between November 2021 and November 2022 there have been 37 scrutiny committees. • Each Committee has a Chairman and two Vice-Chairmen's.

- The Committees each have a forward work programme to plan their activity, this goes to each public meeting, cross cutting topics are discussed by the scrutiny board and an annual report of activity goes to Council.
- The work programmes vary, trying to balance the concerns of residents and the ambitions and challenges of the Council.
- Officer support is provided to Scrutiny and our meetings are all recorded and made available live or later via YouTube.
- The work of the Scrutiny Committees helps improve standards and scrutinises the ambitious programme of delivery at Essex.
- Senior Officers and Cabinet are expected to attend Scrutiny Committees on a regular basis.
- Scrutiny Committees often convene task and finish groups, either within the individual committee or with two or more committees. In the last year we have had three separate task and finish groups.
- The meetings usually take place during the day, starting at approximately 10:30am to allow for a pre-meeting and finish in the early to mid-afternoon, often with a follow up review session.
- Some committees undertake visits. For example, in the last year there have been three visits to the Records Office and two to NHS premises.
- There are many informal meetings and groups including Youth Strategy, Corporate Parenting, Local Highways Panels, Constitutional Working Groups, Member Development that members attend and take place between 4 and 8 times a year.
- We have not changed the number of seats or structure of scrutiny committees in the last two terms of office and have no plans to do so following a review.
- Each committee and group has a list of named substitutes to ensure continuity of discussions, it has been challenging since the 2021 election for sufficient members available due to other commitments.
- Some members of the council sit on more than one committee or act as a named substitute.
- Key Attendance Information for formal meetings - Calendar Year 2022:
 - Corporate PSC – 8 meetings (attendance 78% of committee members excluding substitutions so far this year)
 - Health Overview PSC – 11 meetings (attendance 70%)
 - People and Families PSC – 8 meetings (attendance 72%) plus 1 joint meeting with Health PSC
 - Place Services and Economic Growth PSC – 9 meetings (attendance 86%)
- Overall Attendance at scrutiny meetings is 76.5%⁴. Figures exclude private briefing sessions, pre-meetings and any other informal meetings, task and finish groups, and attendance at other scrutiny committees (Chairmen/Vice-Chairmen attend Corporate PSC on a quarterly basis when performance reports are considered. In addition, when a cross-committee item is discussed – one that crosses the remits of 2 scrutiny committees – joint sessions are held). Includes remote attendance at formal meetings.

⁴ attendance figures for all committees correct as of 25/11/2022

	<ul style="list-style-type: none"> • The Place Services and Economic Growth PSC established a review of Local Highway Panels (LHPs) following a request from the Cabinet Member for Highways Maintenance and Sustainable Transport. All 12 borough, city and district areas in Essex have LHPs and they are responsible for making recommendations and setting priorities for highway schemes in their respective areas. • The Task and Finish Group was made-up of 6 scrutiny members and held 6 meetings between December 2021 and March 2022. • The key policy recommendations from the Group were supported by the Cabinet Member and will be taken forward in the coming months. They include a reorganisation of LHPs to ensure schemes can be delivered, additional training for elected members, closer monitoring of highways maintenance performance, and a new LHP reporting mechanism to keep members and residents up to date with the progress of schemes. • The Health Overview PSC and the People and Families PSC established a joint review of Mental Health Services for Young People following a referral from Full Council. The scope of the review was for the Task and Finish Group to understand the services that are currently available for young people who need mental health support and make recommendations on future policy. The Group was made-up of eight scrutiny members plus one co-opted member and held 7 meetings between August and October 2022. • The final policy proposals included improving the training and retention of staff, introducing a single point of contact (hub) in Essex for young people requiring mental health support, and a 'wellbeing hub' in every primary school in Essex. The proposals were considered by Full Council in December 2022 as well as by the people and bodies to whom the recommendations are direct. It is envisaged will inform council activity in this area moving forward. 	
Statutory Function	This includes planning, licencing and any other regulatory responsibilities. Consider under each of the headings the extent to which decisions will be delegated to officers. How many members will be required to fulfil the statutory requirements of the council?	
Planning	<i>Key lines of explanation</i>	<ul style="list-style-type: none"> ➤ <i>What proportion of planning applications will be determined by members?</i> ➤ <i>Has this changed in the last few years? And are further changes anticipated?</i> ➤ <i>Will there be area planning committees? Or a single council-wide committee?</i> ➤ <i>Will executive members serve on the planning committees?</i> ➤ <i>What will be the time commitment to the planning committee for members?</i>
	Analysis	<ul style="list-style-type: none"> • The Council has responsibility for waste and minerals planning as well as its own planning applications, which include applications for some large infrastructure projects. It is also the registration authority for town and village greens. Our Development and Regulation Committee has twelve members and is responsible for exercising these powers and duties.

		<ul style="list-style-type: none"> No executive members sit on the Development and Regulation Committee. The Development and Regulation Committee meet monthly. Members of the Committee are required to undertake monthly training sessions and are also expected to attend site visits when necessary, none have been held in the last year.
Licensing	Key lines of explanation	<ul style="list-style-type: none"> ➤ How many licencing panels will the council have in the average year? ➤ And what will be the time commitment for members? ➤ Will there be standing licencing panels, or will they be ad-hoc? ➤ Will there be core members and regular attendees, or will different members serve on them?
	Analysis	<ul style="list-style-type: none"> Essex County Council has very limited licensing functions and those tend to be dealt with by officers. It would be extremely unusual for a licensing matter to require to be determined by councillors, but any such application would be determined by the Development and Regulation Committee.
Other Regulatory Bodies	Key lines of explanation	<ul style="list-style-type: none"> ➤ What will they be, and how many members will they require? ➤ Explain the number and membership of your Regulatory Committees with respect to greater delegation to officers.
	Analysis	<ul style="list-style-type: none"> Essex County Council has five other committees, these are Audit, Governance and Standards Committee which comprises 10 members of the council, this committee advises on the Council's corporate governance arrangements. Its responsibilities include: <ul style="list-style-type: none"> monitoring the arrangements in place for managing risk and combating fraud and corruption monitoring the adequacy and effectiveness of the external and internal audit services approving the Annual Statement of Accounts and Annual Governance Statement to advise the Council on local Code of Conduct for members and promote, develop and maintain high standards of conduct to grant dispensations under Section 33 of the Localism Act 2011. Senior Management Employment Committee (5 members) <ul style="list-style-type: none"> This committee deals with HR issues relating to Senior officers. Approximately 60-70% of meetings are for the purpose of interviews. Essex Pension Fund Strategy Board (7 members) <ul style="list-style-type: none"> This Board (PSB) ensures that the administration of the (Local Government Pension Scheme) Essex Pension Fund and its Fund investments comply with the relevant regulations and legislation through the Investment Steering Committee (ISC) [subcommittee of the PSB]. Essex Pension Fund Investment Steering Committee (9 members)

		<ul style="list-style-type: none"> ○ This Board assists with ensuring compliance with relevant regulations and legislation and to ensure the effective and efficient governance and administration of the Local Government Pension Scheme. Act as a critical friend to the Essex Pension Fund Strategy Board (PSB) and Investment Steering Committee (ISC) and provide oversight to decisions made by the PSB to ensure due process has been followed. ● Health and Wellbeing Board (3 county councillor members) <ul style="list-style-type: none"> ○ The Health and Wellbeing board is a statutory committee of the Council. Its purpose is to purpose of the Essex Health and Wellbeing Board (EHWB) is to play a pivotal role in all parts of Essex to enable residents to lead healthy lives in ways which extend life expectancy and minimise differences in life expectancy between places. It will do this through delivering, supporting and influencing within the complex local system addressing the wider determinants of health. ● Many of these committees have subcommittees, and they meet between 5 and 12 times a year.
External Partnerships	Service delivery has changed for councils over time, and many authorities now have a range of delivery partners to work with and hold to account.	
<i>Key lines of explanation</i>	<p>➤ <i>Will council members serve on decision-making partnerships, sub-regional, regional or national bodies? In doing so, are they able to take decisions/make commitments on behalf of the council?</i></p> <p>➤ <i>How many councillors will be involved in this activity? And what is their expected workload? What proportion of this work is undertaken by portfolio holders?</i></p> <p>➤ <i>What other external bodies will members be involved in? And what is the anticipated workload?</i></p>	
Analysis	<ul style="list-style-type: none"> ● Essex County Council members are involved in decision making partnerships, regional and national bodies including the LGA. ● Essex County Councillors serve on a number of partnership bodies with decision making responsibility: <ul style="list-style-type: none"> ○ Essex Health and Wellbeing Board – see above. ○ Essex Police, Fire and Crime Panel – holds the Police, Fire and Crime Commissioner to account and exercises certain statutory functions to support the commissioner, including scrutiny of statutory plans and key appointments. ECC appoints one member to the panel ○ Integrated Care Partnerships – Essex has some of the most complex health geography in the country and is served by three separate integrated care boards and integrated care partnerships. These are key bodies in the health landscape and we have the right to appoint one member to each body. 	

- SELEP – ECC is the accountable body for the Southeast Local Enterprise Partnership which covers Essex, Thurrock, Southend, Kent, East Sussex and Medway. It is accountable for the distribution of funds. A joint committee of the six upper tier local authorities makes the final decision on allocation of funds.
- We currently have over 130 outside or other bodies that Councillors are appointed to, some of these in decision making roles, the full list can be found within the constitution at [Appendix 4](#). The workload and frequency that these bodies meets varies considerably.
- Many Councillors are involved in some local advisory bodies such as the district based Highways Panels, Children's Partnership Boards and Youth Strategy Groups, some specific local groups such as the Stansted Airport Community Trust and the Kent, Lee Valley Regional Park Authority and Essex Inshore Fisheries and Conservation Authority as well as a number of Joint Health Overview and Scrutiny Committees with neighbouring councils due to the complex health systems that Essex is part of.
- 56 of our members (75%) are twin-hatted and others sit on their local town councils or attend parish or town council meetings.
- Three cabinet members currently sit on or chair four LGA boards.

Community Leadership

The Commission understands that there is no single approach to community leadership and that members represent, and provide leadership to, their communities in different ways. The Commission wants to know how members are required to provide effective community leadership and what support the council offers them in this role. For example, does the authority have a defined role and performance system for its elected members? And what support networks are available within the council to help members in their duties? The Commission also wants to see a consideration of **how the use of technology and social media by the council as a whole, and by councillors individually, will affect casework, community engagement and local democratic representation. Responses should demonstrate that alternative council sizes have been explored.**

Topic		Description
Community Leadership	Key lines of explanation	<ul style="list-style-type: none"> ➤ In general terms how do councillors carry out their representational role with electors? ➤ Does the council have area committees and what are their powers?

		<ul style="list-style-type: none"> ➤ <i>How do councillors seek to engage with their constituents? Do they hold surgeries, send newsletters, hold public meetings or maintain blogs?</i> ➤ <i>Are there any mechanisms in place that help councillors interact with young people, those not on the electoral register, and/or other minority groups and their representative bodies?</i> ➤ <i>Are councillors expected to attend community meetings, such as parish or resident's association meetings? If so, what is their level of involvement and what roles do they play?</i> ➤ <i>Explain your approach to the Area Governance structure. Is your Area Governance a decision-making forum or an advisory board? What is their relationship with locally elected members and Community bodies such as Town and Parish Councils? Looking forward how could they be improved to enhance decision-making?</i>
	Analysis	<ul style="list-style-type: none"> • Essex County Councillors have a significant number of community leadership roles within their communities, this ranges from attendance at parish and town councils, resident's associations groups and liaising with schools, industry, other local authorities and health providers. Local councils (parish and town) can require significant input from members including attendance and reports and meetings, daily casework and walkabouts on specific issues such as road safety concerns and potholes. The Hedingham division has 34 parishes. Many parts of Essex remain unparished, such as the whole of Harlow, and members serving unparished divisions face different challenges in reaching out to their electorate. • Many councillors hold surgeries in local venues, street surgeries and offer meetings with residents or provide community leadership at local events such as within climate partnerships. Many councillors write newsletters or email updates to their residents and undertake regular leafletting. • The Essex results from the 37 ECC members who completed the LGA Councillors Census in February 2022 that 8.4 hours per week was spent engaging with residents and 5.1 hours per week on community groups, this is from an average of 27.1 weekly hours spent on council business. • The survey that members completed as part of the Boundary Review indicated that members spent this time undertaking the following: <ul style="list-style-type: none"> • Replying to residents' enquiries and managing casework • Liaising with community groups and parish councils • Holding surgeries including traditional, market surgeries and walking surgeries • Writing newsletters, undertaking social media • Meeting residents and site visits

		<ul style="list-style-type: none"> Local committees such as youth strategy and Local Highways Panels take up members time discussing local issues relating to the subject matter. Members have access to the locality and levelling up funds where they can work with and nominate local organisations to deliver services and assist residents within their divisions and district area. During the COVID-19 pandemic, members were also able to nominate organisations to be in receipt of government funding through the summer and winter COVID-19 fund intended to help those within their communities during the height of the pandemic. The information and value the members have within their local communities is necessary to be able to deliver services and support those in such a large county.
Casework	Key lines of explanation	<ul style="list-style-type: none"> ➤ How do councillors deal with their casework? Do they pass it on to council officers? Or do they take a more in-depth approach to resolving issues? ➤ What support do members receive? ➤ How has technology influenced the way in which councillors work? And interact with their electorate? ➤ In what ways does the council promote service users' engagement/dispute resolution with service providers and managers rather than through councillors?
	Analysis	<p>Councillors receive significant levels of case work, which is said to be increasing. Whilst they are largely expected to undertake case work themselves, we provide members with support through our member enquiries service. Members are able to submit or call enquiries received from residents and the team will work with officers across our functions, particularly within the highways service and provide a response within an SLA of 10 working days. In the past 12 months (November 2021 to November 2022) Members Enquiries received 10,128 enquiries, an increase of 5% from the previous year. The average response time was 4.8 working days with 80% of enquiries being highways related, 66% of them being maintenance related (potholes, flooding, lighting etc.). In a recent survey 89% of members rated the service as excellent or good and the same percentage felt they were effectively supported to undertake their role.</p> <p>The LGA Councillor Census was undertaken between January and February 2022, 50% of Essex County Councillors responded, the results show that Essex County Councillors on average spend 27.1 hours a week on council business with over eight hours on constituents' business and five with community groups. The majority of councillors who answered the survey (89%) said that they stood to be a councillor to serve the community and the three most important things for councillors to do were to listen to the views of local people, representing local residents' views to the council and supporting the local community.</p>

		<p>Each new member is allocated an officer buddy following the election, often the members remain in close contact with their buddy or with other members of the Democracy Team. The Cabinet Office provides direct dedicated diary and adviser support to Cabinet Members and their deputies to enable them to undertake their role effectively. All Groups receive some dedicated support to assist them in their role. All members also have access to the Democratic Services email/phone line and have regular contact with the Democracy Managers, Head of Democracy and Transparency and the Monitoring Officer.</p> <p>Members are also provided with a Highways Relationship Lead, this is known as the Buddy System, this is in place due to the significant levels of highways issues raised with councillors and aims to share understanding and improve communications between members and Essex Highways. The buddy is drawn from the Essex Highways Senior Management Team and are allocated on a geographical basis. The buddy will provide assistance on complex issues.</p> <p>Following the pandemic many of our informal meetings have remained online via Teams or Zoom and members have been able to access our formal meetings remotely, noting the legislation regarding decision making and voting and by watching the recording on YouTube. The County is large and significant travel time is required with many of our councillors having a journey time of 45 minutes or more to County Hall in Chelmsford. The Council supported the extension of legislation for remote participation to enable members who hold other positions, work and have childcare commitments to join meetings remotely and to help with future recruitment of councillors.</p> <p>Essex County Council offers its members a comprehensive induction and development programme, this includes a mixture of face to face and remote briefings, interactive workshops and personal development opportunities both internally and externally through our personal development plan. Essex County Council has been awarded the Councillor Development Charter Plus on multiple occasions for its support to members. Councillors are offered a laptop and other peripherals to enable them to work from home or other locations and as a paperless Council are able to access agendas and reports in this way.</p> <p>Councillors are supported to use social media through internal briefings, external training and one to one sessions to help them support their local communities. Many members use Facebook and Twitter to interact with residents and keep informed of local issues within communities within their divisions in addition to emails</p>
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		<p>and phone calls. During the pandemic and beyond members were supported to use their equipment and join remote meetings.</p> <p>Some members have expressed a view that they now receive more casework, they believe that they have become more accessible and their profile was raised during COVID-19 and the interactions with residents has continued.</p> <p>Essex also has a residents' panel to provide members of the public with the opportunity to have their voice heard and give their views about the services and issues that matter to them. This is undertaken through a mixture of surveys, t interviews and focus groups.</p>
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Other Issues

Respondent may use this space to bring any other issues of relevance to the attention of the Commission.

[Electorate information and options to be included within this table – data currently shown is current and not projected.] The electorate in Essex County Council area is estimated to increase by xxxxx in the next xxx years. The table below considers how increasing and decreasing the number of Council seats would impact the numbers of residents per councillor. The possible impact of moving from 75 to 80 members is shown below, on the districts impacted:

Overall	Uttlesford	Maldon	Harlow	Basildon	Colchester
75 (14893)	4 (17041)	3	4	9	9
76 (14697)	5 (13633)	3 (16786)	4	9	9

77 (14506)	5	4 (12589)	4 (16033)	9	9
78 (14320)	5	4	5 (12826)	9 (15460)	9
79 (14139)	5	4	5	10 (13914)	9 (15346)
80 (13962)	5	4	5	10	10 (13811)

Numbers in brackets are average number of voters per division)

Summary

In following this template respondents should have been able to provide the Commission with a robust and well-evidenced case for their proposed council size; one which gives a clear explanation as to the governance arrangements and number of councillors required to represent the authority in the future.

Use this space to summarise the proposals and indicate other options considered. Explain why these alternatives were not appropriate in terms of their ability to deliver effective Strategic Leadership, Accountability (Scrutiny, Regulation and Partnerships), and Community Leadership.

The following summarises the position of the Council on the options regarding future council size.

In coming to our recommended view the Council have considered the views of members of the council including survey feedback, the support that members receive and the population size and expected growth. We considered a range of options to better balance the electoral numbers including reducing to 70 seats and increasing to 76,77,78,79 and 80 seats.

Increase the number of Essex County Councillors:

Overall members of the council do believe that we should seek a slight increase in the number of members. They do not believe a large increase is needed, despite the pressures and increasing workloads they face. Some members acknowledged that the numbers had been reduced from 79 to 75 at the last review and some expressed a view that 79-81 would be a sensible number. Many members felt that given the numbers of local representatives within Essex, 16 Members of Parliament and 525 borough, city and district councillors, any increase should be restricted to better balancing the electoral balance of divisions. Members felt that the public would not support increases in the number of members due to the additional financial allowance paid to members (currently the basic allowance is £12,292 pa), but that the increase in population and therefore workload should be recognised. It was felt that there is a need to better balance the division numbers with a modest increase. The number of

executive members is already at the limit allowed in legislation and with 11 deputies. There are currently 1.2 committee seats per member and some members do not wish to serve on committees. Overall a small increase would also help to effectively resource committees.

In comparison with our neighbours, Essex County Council does have fewer elected members per population ratio than Kent CC, Surrey CC, Hertfordshire CC, Norfolk CC and Hampshire CC.

County	Number of Councillors	Population size
Cambridgeshire	61	678,600
East Sussex	50	562,750
Essex	75	1,500,000
Hampshire	78	1,400,000
Hertfordshire	78	1,200,000
Kent	81	1,600,000
Norfolk	84	916,200
Oxfordshire	63	725,300
Suffolk	70	761,000
Surrey	81	1,200,000
West Sussex	70	858,852

We are therefore recommending an increase of three members to 77, this would enable an additional member in Uttlesford and Maldon where the largest electoral variance is present.

Reduce the number of Essex County Councillors:

The Council would not support any decrease in the number of County Councillors at a time when Essex is one of the largest counties, with a growing population and Essex CC already has a lower number of members per population than its CIPFA 'near neighbours'. Furthermore councillor workload is growing. Any reduction would have a detrimental impact on the elected members and on the residents the Council

serves. Any reduction would make it harder to fulfil roles with 56/75 members already being twin-hatted and many holding executive roles at their other authority and with a required Cabinet of 10 members due to the substantial workload. Some members felt that COVID-19 had actually raised the profile of members as interactions increased during this pandemic, and that as members were much more accessible via electronic means the public found it far easier to contact them and this has increased their workload overall. The workload has not decreased as the pandemic eased. For these reasons members do not support any decrease in the number of divisions and seats on the council.

Essex County Council is not recommending reducing the number of County Councillors.

Maintain the current number of Essex County Councillors:

Although members would not like a significant increase or any decrease in the number of councillors, it is felt that because of the increase in population and councillor workload and because there can be a struggle to get sufficient members to serve on committees, the situation would be eased by having slightly more councillors.

Essex County Council is not recommending maintaining the current number of Essex County Councillors but is requesting a small increase to.

Appendices:

Appendix 1: Delegations to Officers

Specific Delegations

In addition to the general delegations the officers specified in this scheme have the following specific delegations.

To the Chief Executive

- (i) To act as head of the paid service for the purposes of section 4 of the Local Government and Housing Act 1989 and to make any decision which the Council may make as employer.
- (ii) To determine and publish the management structure of the Council.
- (iii) To take key decisions where a decision is urgent and neither the Leader nor the Deputy Leader is available.
- (iv) To incur expenditure in the event of a civil emergency.
- (v) To exercise in case of urgency the functions delegated to anyone under this scheme of delegation (but this does not authorise the Chief Executive to discharge the personal responsibility of the Chief Finance Officer under section 151 of the Local Government Act 1972 or the Monitoring Officer under section 5 of the Local Government and Housing Act 1989).
- (vi) To have responsibility for and to determine any matter relating to elections.
- (vii) To determine the level of performance pay to be awarded to officers and recommend levels of performance pay to be awarded to Executive Directors.
- (viii) To exercise the Council's functions relating to publication of material and relations with the press.

To the Executive Director, Children and Families

- (i) To be the statutory director of children's services and to exercise the functions designated in section 18 of the Children Act 2004 and associated regulations.

- (ii) To exercise the Council's functions relating to Children's Social Care.
- (iii) To exercise the Council's functions relating to the Youth Offending service.
- (iv) To exercise the Council's functions relating to the health of children.
- (v) To exercise the Council's functions relating to education and training.
- (vi) To make decisions on the licensing of the employment of children.

To the Executive Director, Economy, Investment and Public Health

- (i) To exercise the Council's functions relating to the economic development of Essex and its residents.
- (ii) To exercise the Council's powers with respect to regulatory services and licensing and decisions in connection with permits, regulations, permissions or certificates.
- (iii) To exercise the Council's functions as a local planning authority except for:
 - (a) approval of planning applications where objections are raised by other Local Authorities or where there are more than two individual representations raising planning related objections;
 - (b) approval of planning applications where it has been determined that an environmental impact assessment is required;
 - (c) approval of planning applications where there are objections and the Chairman of the Development and Regulation Committee determines, in consultation with the Chief Planning Officer, that the application should be determined by the Committee; and
 - (d) approval of planning applications which amount to a significant departure from the development Plan.
- (iv) To exercise the Council's powers with respect to property and facilities management.
- (v) To exercise the Council's powers with respect to towns and village greens.

To the Executive Director, Climate, Environment and Customer Services

- (i) To exercise the Council's functions relating to the promotion of tourism.
- (ii) To exercise the Council's functions relating to highways, transportation and traffic other than determination of applications or proposals for modification of the definitive map and statement of public rights of way.
- (iii) To exercise the Council's functions relating to recycling and the disposal of waste.
- (iv) To exercise the Council's functions relating to improving the environmental performance and wellbeing of Essex including flood management.

- (v) To exercise the Council's functions relating to
 - (a) Registration of Births, Deaths and Marriages
 - (b) The Coroner's Service

To the Director, Well-being, Public Health and Communities

- (i) To exercise the Council's functions relating to sport and physical activity.
- (ii) To exercise the Council's functions as a trading standards (weights and measures) authority, as a health and safety enforcement authority, as a food authority, all powers to protect animal health and welfare and all regulatory services relating to the protection of consumers and regulation of businesses.
- (iii) To exercise the Council's functions relating to unlawful encampments.
- (iv) To exercise the Council's functions relating to the prevention and reduction of crime and disorder.
- (v) To exercise the Council's powers to take steps to improve the health of the public and exercise powers under public health legislation.

To the Executive Director, Corporate Services

- (i) To act as the Council's officer appointed under section 151 of the Local Government Act 1972 and to make such decisions as are necessary for the proper administration of the Council's financial affairs.
- (ii) To be responsible for:
 - a. all financial management including treasury management and income collection
 - b. external funding
 - c. providing advice and proposing recommendations to the Pension Strategy Board, Investment Steering Committee and the Director for Essex Pension Fund, and to appoint Essex County Council's officers to the ACCESS Officer Working Group as and when required.

Note: The Executive Director, Corporate Services is not empowered to change the managers of the Pension Fund or, unless the Chief Executive agrees, to agree the early termination of the employment of any Executive Director or the Monitoring Officer.

- (iii) To exercise the functions of the Council in relation to the pay and conditions of directly-employed teachers who are subject to the School Teachers Pay and Conditions.
- (iv) To act as the Accountable Body representative on all matters in respect of which the Council has agreed to act as or has been appointed as Accountable Body (including the South East Local Enterprise Partnership).
- (v) To authorise the making and issue of any formal documents and to authenticate documents on behalf of the Council.
- (vi) To exercise the Council's powers to trade and to make any decision which the Council may make as a shareholder in any company.
- (vii) To decide how technology is provided and used by the Council.
- (viii) To develop strategies for trading and commercial activities to be undertaken by or on behalf of the Council.
- (ix) To the Proper Officer under S151 of the Local Government Act 1972
- (x) To be responsible for:
 - a. Democracy Team
 - b. Emergency Planning and Resilience
 - c. Health and Safety
 - d. Legal Services
 - e. Information Governance
- (xi) To be responsible for the Council's Democratic, Governance and Assurance Framework, including democratic support, scrutiny, performance, audit, risk, health and safety, business, continuity and insurance and its powers to prevent and detect fraud.
- (xii) To act as a Deputy in respect of the management of the finance and property of an individual lacking capacity in accordance with the Mental Capacity Act 2005.
- (xiii) To authorise the making and issue of any formal documents and to authenticate documents on behalf of the Council.

- (i) To exercise the Council's social services functions relating to adults.
- (ii) To exercise the Council's powers and duties to people who lack the mental capacity to make some decisions themselves.
- (iii) To exercise the Council's powers relating to community wellbeing and joint working with the NHS.

To the Executive Director, People and Transformation

- (i) To exercise the Council's functions relating to employment policies and practice.
- (ii) To exercise such of the Chief Executive's functions relating to the Council's role as employer as the Chief Executive may agree.
- (iii) To manage the payroll service.

To the Director, Legal and Assurance

- (i) To authorise the institution, defence, withdrawal or compromise of any claims or legal proceedings, civil or criminal including the making of appeals, but they shall consult the relevant Director and the Executive Director, People and Transformation before settlement of employment tribunal proceedings.
- (ii) To authorise officers of the Council to appear in courts or tribunals where permitted by law.
- (iii) To authorise the giving of any indemnity by the Council.
- (iv) To authorise the making and issue of any formal documents and to authenticate documents on behalf of the Council and to determine whether a document should be sealed by the affixing of the Common Seal.
- (v) To attest the affixing of the Council's Common Seal and to appoint others to do so.
- (vi) To exercise the Council's powers and duties to make arrangements with respect to appeals against decisions to expel or to refuse to admit someone to any school.
- (vii) To discharge the functions of the Council with respect to the pensions complaints procedure.
- (viii) To take any step to collect any debt owed to the Council.
- (ix) To determine applications and proposals for modification of the Definitive Map and Statement of Public Rights of Way pursuant to Sections 53, 53A or 55 of the Wildlife and Countryside Act 1981.
- (x) To determine applications and proposals concerning the registration of commons or town or village greens.

- (xi) To act as a Deputy in respect of the management of the finance and property of an individual lacking capacity in accordance with the Mental Capacity Act 2005.
- (xii) The power to determine whether any particular claim for payment under the Members Allowances Scheme is in order.
- (xiii) To change the membership of any committee, substitute or appointment to an outside body in accordance with wishes expressed by the Leader of a political group.

PROVIDED THAT use of this delegated power authorises amendments of Members' appointments to committees that are recommended subsequent to the Annual Meeting of Council.

- (xiv) To amend the list of approved bodies at appendix 3 to part 26 of the constitution after consulting the Leader and the Chairman of the Council.

PROVIDED THAT any use of this delegated power shall be reported to the next Annual Meeting of Council.

To the Monitoring Officer

- (i) To authorise the institution, defence, withdrawal or compromise of any claims or legal proceedings, civil or criminal including the making of appeals, but they shall consult the relevant Director and the Executive Director, People and Transformation 13.3.2 before settlement of employment tribunal proceedings.
- (ii) To authorise officers of the Council to appear before Magistrates' Courts or District Judges.
- (iii) To authenticate documents on behalf of the Council.
- (iv) To determine whether a document should be sealed by the affixing of the Common Seal.
- (v) To attest the affixing of the Council's Common Seal and to authorise others to do so.
- (vi) To be the Proper Officer of the Council for the purposes of the Local Government Act 1972 and the Local Government Act 2000, or for any other purpose, unless the constitution names another officer.
- (vii) Following consultation with the Council's Independent Persons, to appoint substitute Independent Persons to the Statutory Officer Advisory Panel where the Essex County Council-appointed Independent Persons are unable to act. If the Monitoring Officer is unable to discharge this delegation personally, this delegation may be exercised by the Section 151 Officer.
- (viii) To be the Proper Officer to receive and manage the determination of complaints of failure by Members to comply with the Code of Conduct and to advise the Audit, Governance and Standards Committee and Sub-Committee thereon.
- (ix) To investigate complaints against councillors or to arrange for such an investigation to be carried out or to seek a decision from the Audit, Governance and Standards Committee on whether to investigate and to notify.

- (x) To determine that no further action be taken following a finding that there has been no breach of the Code, subject to consulting an Independent Person.
- (xi) To grant applications for dispensations to members with respect to their or their spouse's interest which arises as a result of membership of another public body.
- (xii) To grant dispensations under the Code of Conduct or the Localism Act 2011 after consulting an Independent Person and the Chairman of the Audit, Governance and Standards Committee.

To the Director, Essex Pension Fund

- (i) To be responsible for the day to day operational management of Essex Pension Fund matters including ensuring arrangements for investment of assets and administration of contributions and benefits, excluding matters delegated to the Pension Strategy Board or Investment Steering Committee.
- (ii) To agree the terms and payment of bulk transfers to and from the Essex Pension Fund.
- (iii) To decide any other Pension Fund related urgent matter, that might otherwise be considered by the Pension Strategy Board or Investment Steering Committee, after consultation with the Chairman of the Pension Strategy Board.

Note: The Director, Essex Pension Fund is not empowered to change the managers of the Pension Fund.