



SUBJECT: BOARD CHANGES FOR BROADER REPRESENTATION AND IMPROVED QUORACY

1 PURPOSE OF REPORT

- 1.1 To consider the increased membership of the Canvey Island Neighbourhood Board (the “Board”), to reflect the previous board review, and to strengthen the capacity of the board in terms of attendance and quoracy in order to fulfil its role in directing and confirming the use of funding toward the outcomes of the Pride in Place Regeneration Plan.

2 LINKS TO THE CANVEY ISLAND REGENERATION PLAN

- 2.1 The Government guidance states:

A Neighbourhood Board must be established in every Pride in Place area. These boards will give local people the power to decide how funding is spent, putting communities in charge of the future of their neighbourhoods. The Neighbourhood Board must bring together local people and those with a deep connection to the area such as residents, local businesses, grassroots campaigners, workplace representatives, faith and community leaders and any other relevant organisations.

Each board must work with the wider community to develop a Pride in Place Plan, setting out a vision for their area and the projects that they would like to prioritise. These plans will set out a pathway for delivery of these projects over the course of the 10-year programme and beyond, considering opportunities to attract and combine new and existing private, public, and philanthropic funding streams.

Neighbourhood Boards are the decision makers for funding, supported by the respective local MP and local authority. Together they should ensure that:

the appropriate capacity and capability is in place throughout the programme period to ensure that funds are distributed effectively in the local area.

residents, businesses, and grassroots organisations are actively involved in programme design and decision-making to ensure delivery reflects the priorities of local people and helps build capacity within the community

- 2.2 It is the role of the Board to engage with the community to ensure the ongoing direction of the regeneration plan, to strategically direct the resources of the programme to achieve the outcomes of the plan and make the necessary decisions within the governance framework to release funding to deliver the aspirations of Pride in Place.
- 2.3 Following on from a review of the membership of the Board in March 2026 it was identified that the membership could do with having representation from education and someone representing a disability group to broaden the inclusion, perspective and potential engagement of the Board as they make the decision incumbent upon it.
- 2.4 The terms of reference outlines in section 2.4 it states that:

The current membership has noted that depending on the long-term vision and Investment Plan, future appointments or co-options to the Board may be made.

- 2.5 In sections 3.7, 3.8 and 3.9 state:

3.7 A Vice-Chair will be appointed by the Chair, who will deputise for the Chair in their absence

3.8 Other members of the Board will include:

- a. One Councillor from Castle Point Borough Council, for example the Leader, Deputy leader or relevant Cabinet Portfolio Holder.
- b. One Councillor from Essex County Council, for example the Leader, Deputy leader or relevant Cabinet Portfolio Holder.
- c. One Councillor from Canvey Island Town Council, who is not also a Councillor at another tier of local government.
- d. Essex Police.
- e. Community Groups.
- f. Faith Groups.
- g. Local Charities.
- h. Youth Groups.
- i. The Council for Voluntary Services.
- j. Local businesses.
- k. Cultural, arts, heritage and sporting organisations.
- l. Anchor institutions, such as local schools, college, and or integrated care board.

3.9 *The number of members on the Board should be determined by the Board, but optimally should be around fifteen.*

- 2.6 The needs of the Board to carry out its function, to be representative of the community as demonstrated by section 3.8 of the terms of reference (ToR) outline that the Board may wish to consider adding new members to the Board representing education (primary/secondary/further education), the disability community, and more community representation.
- 2.7 Over the past five Board meetings the meetings were only quorate, meeting the required 60% attendance, four time, but of these times three of the meetings only had 60%. There were concerns about whether enough members would attend to function, and whether this activity would be curtailed should any be required to leave.
- 2.8 It is notable that some external circumstances have kept some members away from the meetings and this needs a further review, but expanding the membership can provide the additional capacity for members to attend and meet the required 60% quoracy level as well as adding the experience and broader perspectives to add to the Board's standing across the Canvey Island community.
- 2.9 The capacity of the Board is to co-opt or appoint new members. With regards to the potential two members representing the different education providers and the possible member from the disability community the Board can co-opt individuals from these areas with advice and direction from the Board with regard to the Chair or officers making these approaches.
- 2.10 In regard to the potential community members, there have been a number of approaches from individuals as to how they may be involved. Following an application process similar to that of the Chair, expressions of interest and interviews may be conducted to get the right people involved in support of the vision and aims of the Board and the regeneration plan.

3 MATTERS FOR THE BOARD TO CONSIDER

- 3.1 The Board is asked to consider and take decisions on the following matters:
- (1) To agree to the increase of the Board from 15 to 20 members to support the necessary capacity to deliver on the governance commitments and decision-making process.
 - (2) To agree, if matter 1 agreed, the addition of:
 - a. Two educational representatives
 - b. Someone representing the disability community
 - c. Two representatives of the community
 - (3) To agree, if matter 1 is agreed, the direction and process of the recruitment or co-option of new members as described in sections 2.9 and 2.10.

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- 3.2 There are xxx options available to the Board:
- 3.3 **Option 1: Do nothing:** Leave the Board as currently established
- 3.4 **Option 2: Increase the number of members in line with recommendations, two education, one disability community, two community.**
- 3.5 **Option 3: Increase the number of members along different representative lines**
- 3.6 **Option 4: Co-opt or recruit new members along the lines recommended**
- 3.7 **Option 5: Direct officers to conduct an alternative arrangement for gaining the new members to the Board.**

4 COMMUNITY CONSIDERATIONS

- 4.1 The Pride in Place programme was established by Government as a community led regeneration programme and aims to empower local people to shape the future of their neighbourhood. The people who live in a community are the ones who know its priorities best and are best placed to drive changes forward and make the programme successful.
- 4.2 This is seen as a way of expanding the community impact on the decision making process with a broader representation.

5 LEGAL CONSIDERATIONS

- 5.1 There are no additional legal considerations to completing this process

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