SUBJECT: BOARD CHANGES FOR BROADER REPRESENTATION AND IMPROVED QUORACY

1 PURPOSE OF REPORT

1.1 To provide the updated Terms of Reference for the Canvey Island Neighbourhood Board (the "Board"), to reflect the resolution of the Board from the September 2026 meeting 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 3.8 and 3.9 now state following discussion and resolution:

'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. The Member of Parliament
c. One Councillor from Essex County Council, for example the Leader, Deputy leader or relevant Cabinet Portfolio Holder.
d. A representative from Canvey Island Town Council and as appointed by the Town Council and who is not a councillor at another tier of local government.
e. Essex Police.
f. Community Groups, including one representative of the disability community.
g. Faith Groups. Including a representative of the Jewish community
h. Local Charities.

i. Youth Groups.
j. The Council for Voluntary Services.
k. Local businesses.
l. Cultural, arts, heritage and sporting organisations.
m. Anchor institutions, such as local schools, college, and or integrated care board. including two representatives covering the schools and further education.

3.9 The number of members on the Board should be determined by the Board, but should be a maximum of twenty.'

2.6 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.

2.7 In regard to the potential community members, there have been a number of approaches from individuals as to how they may be involved.

2.8 Following an application process similar to that of the Chair, expressions of interests will be sought through a clear and open communication process and interviews will be conducted via a panel of Board members to get the right people involved in support of the vision and aims of the Board and the regeneration plan. The recommendation of the panel will be taken to the Board for agreement.

3 MATTERS FOR THE BOARD TO CONSIDER

3.1 The Board is asked to consider and agree to the changes within the Terms of Reference particularly in regard to sections 3.8 and 3.9 :

3.2 There are three options available to the Board:

3.3 **Option 1: Do nothing:** Leave the Terms of Reference as currently established

3.4 **Option 2: Confirm the changes to the Terms of Reference in line with the resolution of September 2026.**

3.5 **Option 3: Make changes to the proposed Terms of Reference to meet the Board's perspective**

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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