

Staff Briefing March 2025

Please grab a drink
before we start!

Tendring Council's financial forecast improves for 2025/26

10TH FEBRUARY LOCAL GOVERNMENT

Good news

Tendring Council welcomes new development in Clacton

7TH FEBRUARY LOCAL GOVERNMENT PLANNING AND DEVELOPMENT CLACTON ON SEA

The homes, which will be added to the council's housing stock, have been given to the council as part of the approved planning permission for Matthew Homes' 200-home Meadow Gardens development at Brook Park West.

The first eight of the 18 homes that are part of the agreement have now been handed to the council for £1 each.



(Image: Tendring District Council)



Clacton Leisure Centre's energising new Spin Studio to gear up with extra classes



Land and Property assets

Council leaders approve £12.25million of projects in major bid to regenerate Clacton and Jaywick Sands



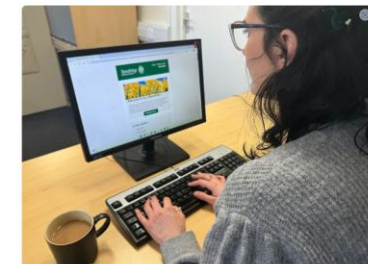
Proposal for combined telecare, response, and lifting service in North East Essex backed by council leaders



Tendring District Council shortlisted for two prestigious prizes at the 2025 LGC Awards

Be the first to know by signing up to Tendring District Council's exciting new e-Newsletter

March 17, 2025



people

Local Government Reorganisation

- Submission of high-level Interim Plan to Government today
- Full Council gave it unanimous support from members
- Work across the 15 authorities on final proposals by 26 Sept
- All 15 Leaders + CEOs meeting today to consider next steps

Local Government Reorganisation

- Some authorities favour five unitaries, others fewer
- Our members think it should be five, although we don't have a formal position
- Likely to be Tendring, Colchester and Braintree, with joint work
- Our services to residents now remain hugely important
- Important to keep staff up to speed as much as we can – but it is still very early days, and we don't have many of the answers

The timeline

- Submit an **interim proposal** by today, and a **final proposal** by 26 September 2025
- If Greater Essex proposals are agreed, **elections** to a **new shadow unitary** authority could be expected in May 2027.
- New unitary authorities could **go fully live** in April 2028.

Devolution Consultation

- Government consulting to 13 April on proposals
- **Mayoral County Combined Authority (MCCA)** with reps from ECC (3), Southend (2), Thurrock (2), and **the Mayor**
- Districts could be on the MCCA at discretion of members
- Mayoral elections and go live in May 2026
- If LGR goes through, new unitaries will replace existing councils on the MCA in 2028

Artificial Intelligence (AI)

Will Lodge
Communications
Manager

AI – Best Practice

- Approach adopted in December
- Ethical & legal considerations
- Available on TED
- Green light – try using AI
 - Free version and paid-for premium version
 - [m365.cloud.Microsoft](https://m365.cloud.microsoft)
- Top tips too
- Ask for advice if unsure

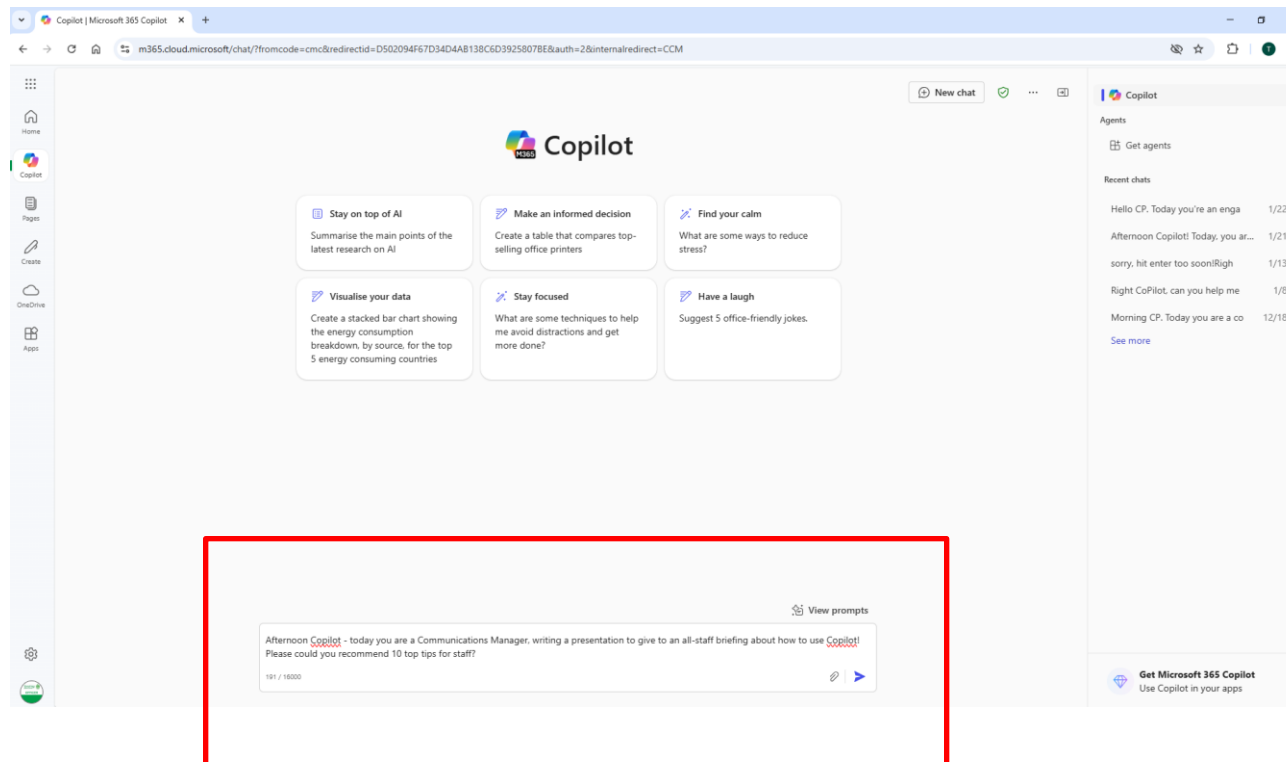
AI – Ethical & legal

- Many issues to consider; often you will be anyway
- Data
 - Not private, commercial, sensitive
 - Which AI you can use
- Accuracy
- Human check and accountability
- Use your TDC account!


AI – Top tips

- Give it a try!
- Iterative process
 - If at first you don't succeed, try again
- Effective prompts
- Can get you started from a blank page; or refine some existing work
- Being developed – e.g. file retention

AI – Quick example



AI – Quick example

 View prompts

Afternoon Copilot - today you are a Communications Manager, writing a presentation to give to an all-staff briefing about how to use Copilot!
Please could you recommend 10 top tips for staff?

191 / 16000



Copilot | Microsoft 365 Copilot

Agenda for Cabinet on Friday, 2

A4 Appendix - Artificial Intelligence

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Copilot

Afternoon Copilot - today you are a Communications...

New chat

Home

Copilot

Pages

Create

OneDrive

Apps

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Copilot

Good afternoon! I'd be happy to help with that. Here are 10 top tips for staff on how to use Copilot effectively:

- Start with a Clear Question or Task:** Be specific about what you need help with. Clear and concise questions or tasks lead to better and more accurate responses.
- Use Natural Language:** Communicate with Copilot as you would with a colleague. There's no need for special commands or keywords.
- Provide Context:** If your question or task relates to a specific project or topic, provide some background information. This helps Copilot give more relevant and tailored responses.
- Break Down Complex Tasks:** For more complex requests, break them down into smaller, manageable parts. This makes it easier for Copilot to assist you step-by-step.
- Review and Refine:** After receiving a response, review it and refine your question if needed. Iterative interactions can help achieve the best results.
- Leverage Copilot's Capabilities:** Remember that Copilot can help with a wide range of tasks, from drafting emails and creating presentations to conducting research and generating ideas.
- Stay Updated:** Copilot is continuously learning and improving. Stay informed about new features and updates to make the most of its capabilities.
- Use Feedback:** Provide feedback on Copilot's responses. This helps improve its performance and tailor it to better meet your needs.
- Maintain Confidentiality:** Avoid sharing sensitive or confidential information with Copilot. Always adhere to your organization's data privacy policies.
- Be Patient and Persistent:** Sometimes, it might take a few tries to get the perfect response. Be patient and persistent, and don't hesitate to ask follow-up questions.

These tips should help staff make the most out of Copilot's capabilities and enhance their productivity. Would you like any additional details or examples for the presentation?

Can you provide examples for each tip?

What are some common mistakes to avoid?

How can Copilot assist with team collaboration?

View prompts

Thanks Copilot - please could you re-write these in UK English, and scan this document to update and refine your top ten tips?

<https://tdcdemocracy.tendringdc.gov.uk/documents/s72167/A4%20Appendix%20-%20Artificial%20Intelligence%20Best%20Practice%20Approach%20for%20Tendring%20District%20Council%20formatte.pdf>

310 / 16000

Serving Local People



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Serving Local People

AI – Quick example

Iterative process:

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Human Resources Update

Jo Williams-Lota

Carers Leave – New Policy

To allow the individual to provide or arrange care for a dependent with a long-term care need. The definition of 'dependent' mirrors the definition used for the right to time off for dependents. This includes a spouse, civil partner, child, parent, a person who lives in the same household as the employee.

- Employees are entitled to five days' unpaid carers leave in a 12-month rolling period. However, if you have at least one year's service this will be paid rather than unpaid.
- Employees must take a minimum of half a working day at a time. There is no requirement for the employee to take five consecutive days.

Changes to Maternity Leave Policy

- New legislation coming soon which supports employees by giving paid time off and leave (12 weeks) if their baby sadly has to be admitted to hospital for neonatal care within 28 days of birth.
- We will be updating the Maternity Leave Policy in the next few months, but as with any other new legislation, staff will be entitled to this, even though we have not yet amended the policy.

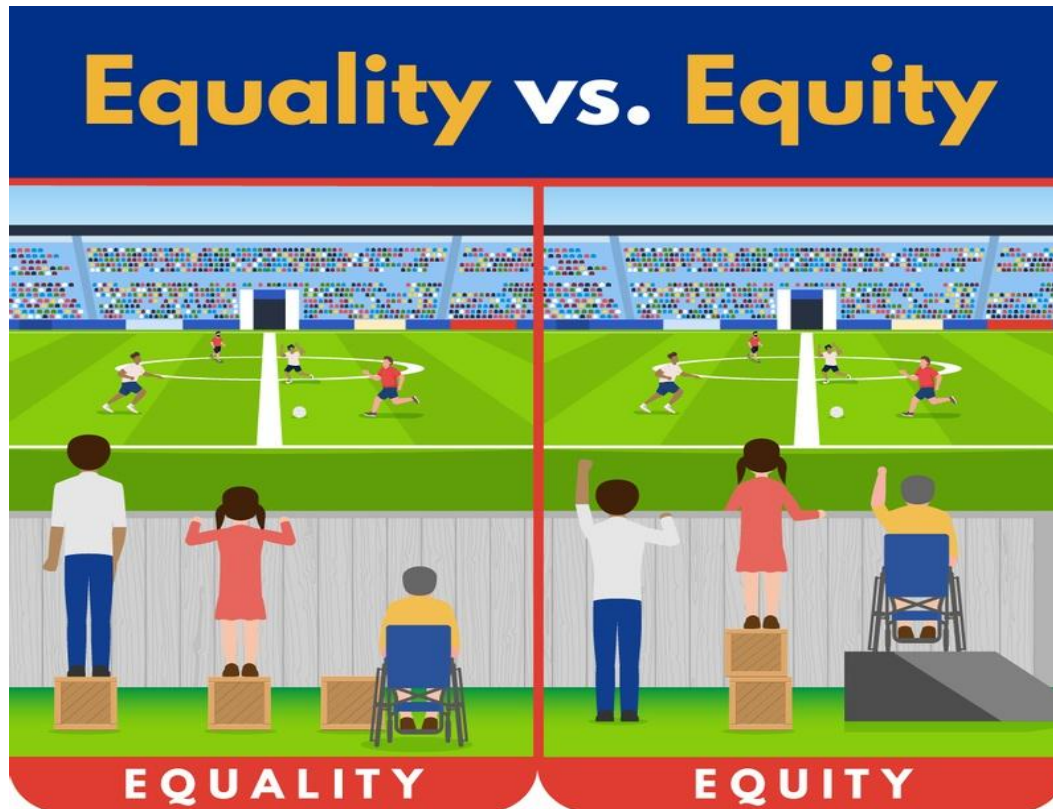
Fostering Friendly Policy – New Policy

The Council values and will support foster carers and approved kinship carers by giving paid time off to support staff attending assessments, training, attendance panels and child review meetings.

More details are available in the Policy which will be on TED.



Inclusion and Diversity Champions



Inclusion and Diversity Champions

Bring their unique experiences, perspectives, and talents to the table.

To promote a culture of inclusivity where everyone feels valued and empowered

To educate and raise awareness

If you are interested in becoming an Inclusion and Diversity Champion, please speak to me or email me at jwilliams-lota@tendringdc.gov.uk

Disability Confident Leader

- We are thrilled to announce that we have been just been awarded Disability Confident Leader status again for our work within the Council and the community.
- We are looking forward to doing more to promote employing people with disabilities and championing mental health and well being within the Council and the wider community.
- If anyone has any suggestions or ideas ... please talk to a member of the HR team.



ANSWERING YOUR QUESTIONS



Thanks for attending

- Grab a cuppa
- Have a conversation with a friend (in person or on Teams)
- Ask a question about Devolution / LGR
- Don't forget to leave your questions behind for us to answer (if you have any)

