CHIEF EXECUTIVE'S OFFICE CHIEF EXECUTIVE Fiona Marshall

10 May 2018

Dear Councillor

STATUTORY ANNUAL COUNCIL

Please find enclosed the following reports, for consideration at the above meeting, which were unavailable when the agenda was printed.

- 15. **Appointment of Membership of Committees of the Council** (Pages 3 8)
- 18. <u>Appointment of Representatives to Local Government and Outside Bodies</u> (Pages 9 14)
- 19. Appointment of Members to serve on Working Groups of the Council (Pages 15 18)

Yours faithfully

Chief Executive



CIRCULATED AT THE MEETING



REPORT of CHIEF EXECUTIVE

to ANNUAL COUNCIL 10 MAY 2018

APPOINTMENT OF MEMBERSHIP OF COMMITTEES OF THE COUNCIL

- 1. LOCAL GOVERNMENT AND HOUSING ACT 1989 POLITICAL BALANCE ON COMMITTEES
- 1.1 Under Section 15 (1) (b) of the 1989 Act, the Council is required at its Annual Meeting to review the representation of different political groups on committees of the authority.
- 1.2 In carrying out such a review and in making appointments to committees following that review, the Council is under a duty only to make such appointments as give effect to the principles contained in Section 15(5) of the Act.
- 1.3 Notification has been made to me of two political groups constituted for the purposes of the political balance provisions namely:

Conservative	27 Members
Independent	3 Members
Independent (non-aligned)	1 Member

- 1.4 The Conservative Group has an absolute majority of the Members of the Council so that it has a right to request an absolute majority on every committee.
- 1.5 The Council is asked to ratify the allocation of seats on Committees in the following manner:

	Conservative	Independent	Independent (non-aligned)
Finance and Corporate Services Committee	7	1	1
Community Services Committee	9	1	-
Planning and Licensing Committee	9	1	-
Audit Committee	7	1	-
Overview and Scrutiny Committee	7	1	-
Investigating and Disciplinary Committee	4	-	1

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	Conservative	Independent	Independent (non-aligned)	Parish Councillors
Joint Standards Committee	4	-	1	Councillors J Anderson and S Nunn

1.6 In addition, the Council is required to appoint Members to serve on the Appointments Committee. The Council and Committee Procedure Rule 17(8) provides for the constitution of this Committee.

2. RECOMMENDATIONS

- (i) that the Council notes the nominations of the Leader of the Council and the Opposition Leader to the places allocated to their respective Groups and the proposed allocations made for Councillor Mrs B E Acevedo;
- (ii) Accordingly, the Council is asked to agree the membership of the Committees of the Council as follows:

Finance and Corporate Services	Councillors:	Mrs B F Acevedo
Committee	Counciliors.	JPF Archer
Committee		
		I E Dobson
		P G L Elliott
		A S Fluker
		B E Harker
		M S Heard
		Rev. A E J Shrimpton
		D M Sismey
	Plus ex-officio	o non-voting Members:
	Leader of the	Council
		er of the Council
	Leader of the	
		11
Community Services Committee	Councillors:	E L Bamford
·		H M Bass
		Miss A M Beale
		R G Boyce MBE
		A T Cain
		Mrs H E Elliott
		Mrs B D Harker
		J V Keyes
		Miss M R Lewis
		Mrs N G F Shaughnessy
	Plus ex-officion Leader of the	o non-voting Members: Council
		er of the Council
	Leader of the	•
		opposition.

Dlaming and Lianging Committee	Councillors:	D.C.Daala MDE
Planning and Licensing Committee	Councillors:	B S Beale MBE
		R G Boyce MBE
		Mrs P A Channer, CC
		M F L Durham, CC
		A S Fluker
		M R Pearlman
		R Pratt, CC
		S J Savage
		A K M St. Joseph
		Mrs M E Thompson
		o non-voting Members:
	Leader of the	
	Deputy Leade	r of the Council
Overview and Scrutiny Committee	Councillors:	R P F Dewick
		I E Dobson
(including the Overview and Scrutiny		P G L Elliott
Committee (meeting as the Crime and		M S Heard
Disorder Committee))		M W Helm
		N R Pudney
		S J Savage
		Miss S White
Audit Committee	Councillors:	E L Bamford
		P G L Elliott
		A S Fluker
		B E Harker
		M S Heard
		Miss M R Lewis
		A K M St. Joseph
		Mrs M E Thompson
Joint Standards Committee	Councillors:	Mrs B F Acevedo
		E L Bamford
		I E Dobson
		Rev. A E J Shrimpton
		Mrs M E Thompson
	Parish Counci	illors
		Councillor J Anderson
		Councillor S Nunn
	'	Councillor 5 Numi
Investigating and Disciplinary	Councillors:	
Committee		E L Bamford
		I E Dobson
		Rev. A E J Shrimpton
		Mrs M E Thompson

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Appointments Committee	Leader of the Council Chairman of the Council	
Procedure Rule 16 (6) provides for the Committee to consider five Members	Leader of the Opposition	
drawn from those listed, politically balanced where possible.	Chairman or Vice-Chairman of the relevant service Committee where a Director appointment is to be made.	
	Councillors A S Fluker Mrs B D Harker	

In accordance with the Local Government (Committees and Political Groups) Regulations 1990 Part IV, Paragraph 16(a), the membership of the Area Committees is confirmed as follows:

Central Area Planning Committee	Councillors: Miss A M Beale
Central Area Flamming Committee	A T Cain
	I E Dobson
	Mrs B D Harker
	B E Harker
	M S Heard
	Miss M R Lewis
	M R Pearlman
	S J Savage
	Mrs N G F Shaughnessy
	Rev. A E J Shrimpton
	Plus ex-officio non-voting Member:
	Chairman of Planning and Licensing
	Committee
North Western Area Planning	Councillors J P F Archer
Committee	E L Bamford
	H M Bass
	H M Bass M F L Durham, CC
	M F L Durham, CC
	M F L Durham, CC J V Keyes
	M F L Durham, CC J V Keyes A K M St. Joseph
	M F L Durham, CC J V Keyes A K M St. Joseph D M Sismey
	M F L Durham, CC J V Keyes A K M St. Joseph D M Sismey Mrs M E Thompson
	M F L Durham, CC J V Keyes A K M St. Joseph D M Sismey
	M F L Durham, CC J V Keyes A K M St. Joseph D M Sismey Mrs M E Thompson
	M F L Durham, CC J V Keyes A K M St. Joseph D M Sismey Mrs M E Thompson Miss S White
	M F L Durham, CC J V Keyes A K M St. Joseph D M Sismey Mrs M E Thompson Miss S White Plus ex-officio non-voting Member:

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South Eastern Area Planning	Councillors	Mrs B F Acevedo
Committee		B S Beale MBE
		R G Boyce MBE
		Mrs P A Channer, CC
		R P F Dewick
		Mrs H E Elliott
		P G L Elliott
		A S Fluker
		M W Helm
		R Pratt, CC
		N R Pudney
	DI CO	. 16 1
		<u>io non-voting Member:</u>
	Chairman of	Planning and Licensing
	Committee	

3. NOMINATIONS OF THE LEADER OF THE COUNCIL AND OPPOSITION LEADER

3.1 The nominations of the Leader of the Council to the places allocated to the Conservative Group are:

Finance and Corporate Services	Councillors J P F Archer, I E Dobson, P G L Elliott, A S Fluker, B E Harker,
Committee	Rev. A E J Shrimpton and D M Sismey
	Councillors E L Bamford, H M Bass,
	Miss A M Beale, R G Boyce MBE,
Community Services Committee	A T Cain, Mrs H E Elliott,
	Mrs B D Harker, J V Keyes and
	Miss M R Lewis
	Councillors R G Boyce MBE,
	Mrs P A Channer, CC, M F L Durham,
Planning and Licensing Committee	CC, A S Fluker, M R Pearlman, R Pratt,
	CC, S J Savage, A K M St. Joseph and
	Mrs M E Thompson
	Councillors R P F Dewick, I E Dobson,
Overview and Scrutiny Committee	P G L Elliott, M W Helm, N R Pudney,
	S J Savage and Miss S White
	Councillors E L Bamford. P G L Elliott,
Audit Committee	A S Fluker, B E Harker, Miss M R Lewis,
	A K M St. Joseph and Mrs M E Thompson
	Councillors E L Bamford, I E Dobson,
Joint Standards Committee	Rev. A E J Shrimpton and
	Mrs M E Thompson
	Councillors E L Bamford, I E Dobson,
Investigating and Disciplinary Committee	Rev. A E J Shrimpton and
	Mrs M E Thompson

	Leader of the Council Chairman of the Council
Appointments Committee	Chairman or Vice-Chairman of the relevant service Committee where a Director appointment is to be made.
	Councillors A S Fluker and Mrs B D Harker

3.2 The nominations of the Opposition Leader to the places allocated to the Independent Groups are:

Finance and Corporate Services Committee	Councillor M S Heard
Community Services Committee	Councillor Mrs N G F Shaughnessy
Planning and Licensing Committee	Councillor B S Beale MBE
Overview and Scrutiny Committee	Councillor M S Heard
Audit Committee	Councillor M S Heard
Appointments Committee	Leader of the Opposition

3.3 It is proposed that a place on the following Committees be allocated for Councillor Mrs B F Acevedo:

Finance and Corporate Services
Committee
Joint Standards Committee
Investigating and Disciplinary
Committee

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CIRCULATED AT THE MEETING



REPORT of CHIEF EXECUTIVE

to ANNUAL COUNCIL 10 MAY 2018

APPOINTMENT OF REPRESENTATIVES ON LOCAL GOVERNMENT AND OUTSIDE BODIES

1. PURPOSE OF THE REPORT

1.1 To consider the appointment of representatives to serve on the Local Government and Outside Bodies for the ensuing Municipal Year.

2. RECOMMENDATIONS

- (i) that the changes to the Local Government and Outside Bodies as set out in paragraph 3.2 below, be noted; and
- (ii) that the Council agrees the appointment of representatives to Local Government and Outside Bodies, as detailed in **APPENDIX 1**, for the ensuing Municipal Year.

3. SUMMARY OF KEY ISSUES

- 3.1 A list of the proposed appointments to Local Government and Outside Bodies is attached as **APPENDIX 1**. These appointments are distinct from those made from within individual Committee memberships, which will be referred to Committees at their first meetings.
- 3.2 Attention is drawn to the following Outside Bodies and the changes that have become apparent over the past year. These changes have been reflected within the list attached at **APPENDIX 1**.

Changes:

• Maldon and District Community Transport Liaison Group – renamed Community 360 Liaison Group.

Removed:

- The Sparsity Partnership for Authorities Delivering Rural Services (SPARSE)
- Moat Homes Limited Joint Strategic Board

New:

• Essex Planning Policy Portfolio and Chairman's Group

Updates:

• Maldon Harbour Improvement Commissioners – This is a three yearly appointment which continues even if the Member leaves the Council. Councillor A S Fluker is the Council's current representative and his three year term ends on 18 June 2018. APPENDIX 1 details the proposed reappointment of Councillor Fluker which if agreed would be until June 2021.

4. IMPLICATIONS

- (i) <u>Impact on Customers</u> None.
- (ii) <u>Impact on Equalities</u> None.
- (iii) <u>Impact on Risk</u> None.
- (iv) <u>Impact on Resources (financial)</u> None.
- (v) <u>Impact on Resources (human)</u> None.
- (vi) <u>Impact on the Environment</u> None.

Background Papers: None.

Enquiries to: Fiona Marshall, Chief Executive (Tel: 01621 875711).

<u>APPOINTMENT OF REPRESENTATIVES ON LOCAL GOVERNMENT AND OUTSIDE BODIES 2018 / 19</u>

LOCAL GOVERNMENT	REPRESENTATIVES 2017 /	2018 / 19 PROPOSED
BODIES	2018	REPRESENTATIVE
East of England Local Government Association	Leader of the Council	Leader of the Council
Essex Local Government Association	Leader of the Council	Leader of the Council
Local Government Association	Leader of the Council	Leader of the Council

The list of Outside Bodies seeking a Member(s) representative has been split into three. The first section covers Outside Bodies with a wide remit covering the whole of the Council's services. The second and third sections of the list cover Outside Bodies with particular remits that are closely aligned with the Community Services Committee and Planning and Licensing Committee respectively. In these instances, the Council may feel it is more appropriate to nominate Members who sit on those Service Committees.

OUTSIDE BODIES	REPRESENTATIVES 2017 / 2018	2018 / 19 PROPOSED REPRESENTATIVE
Bradwell Local Community Liaison Council	Councillors B S Beale MBE, A S Fluker and Rev. A E J Shrimpton	Councillors B S Beale MBE, A S Fluker and Rev. A E J Shrimpton
British Red Cross Society – Essex County Branch	Chairman of the Council	Chairman of the Council
Essex Countywide Traveller Unit Committee	Councillor M F L Durham, CC	Councillor M F L Durham, CC
Essex Flood Partnership Board	Councillor A K M St. Joseph Substitute: Councillor Mrs P A Channer CC	Councillor A K M St. Joseph Substitute: Councillor Mrs P A Channer CC
Haven Gateway Partnership	Leader of the Council and Chairman of the Planning and Licensing Committee	Leader of the Council and Chairman of the Planning and Licensing Committee
(Previously Heart of Essex and Haven Gateway Local Enterprise Partnerships)	Substitute: Deputy Leader of the Council and / or Vice-Chairman of the Planning and Licensing Committee, as appropriate	Substitute: Deputy Leader of the Council and / or Vice-Chairman of the Planning and Licensing Committee, as appropriate
Maldon Locality Board	Leader of the Council Deputy Leader of the Council Leader of the Opposition (or representative) Chairmen (or Vice-Chairmen) of the Community Services, Planning and Licensing and Finance and Corporate Services Committees	Leader of the Council Deputy Leader of the Council Leader of the Opposition (or representative) Chairmen (or Vice-Chairmen) of the Community Services, Planning and Licensing and Finance and Corporate Services Committees

APPENDIX 1

OUTSIDE BODIES	REPRESENTATIVES 2017 / 2018	2018 / 19 PROPOSED REPRESENTATIVE
Maldon Harbour Improvement Commissioners This position is an appointment as a Commissioner for a minimum period of three years (appointment will continue even if Member leaves the Council)	Councillor A S Fluker (until June 2018 – three year appointment)	Councillor A S Fluker (until June 2021)
Maldon and District Youth Strategy Group	Councillor Miss S White	Councillor Miss S White
Mid Essex Hospital Services NHS Foundation Trust - Council of Governors	Councillor N R Pudney	Councillor N R Pudney
Police and Crime Panel	Councillor Mrs P A Channer, CC Substitute Councillor M F L Durham, CC	Councillor Mrs P A Channer, CC Substitute Councillor M F L Durham, CC
Plume Educational Trust (Four yearly appointment)	Councillor A T Cain (to June 2019) D N Williams (to June 2017) P G L Elliott (from June 2017 to June 2021)	Councillor A T Cain (to June 2019) Councillor P G L Elliott (to June 2021)
The Thomas Plume Library Charitable Incorporated Organisation	Leader of the Council Substitute: Deputy Leader of the Council	Leader of the Council Substitute: Deputy Leader of the Council

Outside Bodies aligned with the Community Services Committee's responsibilities.

OUTSIDE BODIES	REPRESENTATIVES 2017 / 2018	2018 / 19 PROPOSED REPRESENTATIVE
Drapers Farm Sports Club Committee	Councillor Miss M R Lewis	Councillor Miss M R Lewis
Essex Waste Inter Authority	Chairman of Community Services	Chairman of Community Services
Agreement Member Working Group	Substitute: Vice Chairman of Community Services	Substitute: Vice Chairman of Community Services
Essex Waste Member	Chairman of Community Services	Chairman of Community Services
Partnership Board	Substitute: Vice Chairman of Community Services	Substitute: Vice Chairman of Community Services
Community 360 Liaison Group		
(formally Maldon and District Community Transport Liaison Group)	Councillors B E Harker and Rev. A E J Shrimpton	Councillors B E Harker and Rev. A E J Shrimpton
Maldon Sure Start	Councillor N R Pudney Substitute: Councillor Rev A E J Shrimpton	Councillor N R Pudney Substitute: Councillor Rev. A E J Shrimpton
Parking and Traffic Regulations	Councillor R Pratt, CC	Councillor R Pratt, CC
outside London Adjudication Joint Committee (PATROL)	Substitute: Councillor Rev. A E J Shrimpton	Substitute: Councillor Rev. A E J Shrimpton

APPENDIX 1

OUTSIDE BODIES	REPRESENTATIVES 2017 / 2018	2018 / 19 PROPOSED REPRESENTATIVE
Responsible Authorities Group (RAG) (Community Safety)	Councillor Miss S White Substitute: Councillor Mrs B D Harker	Councillor Miss S White Substitute: Councillor Mrs B D Harker
South Essex Parking Partnership – Joint Committee (NB representative to be member of Community Services Committee)	Councillor R Pratt, CC Substitute: From Community Services Committee (If use of substitute, must notify the Committee 30 minutes prior to the start of a meeting)	Councillor R Pratt, CC Substitute: From Community Services Committee (If use of substitute, must notify the Committee 30 minutes prior to the start of a meeting)
West Maldon Community Association Management Committee	Councillor M S Heard	Councillor M S Heard

Outside Bodies aligned with the Planning and Licensing Committee's responsibilities

OUTSIDE BODIES	REPRESENTATIVES 2017 / 2018	2018 / 19 PROPOSED REPRESENTATIVE
Bradwell Legacy Partnership	Chairman of the Planning and Licensing Committee (Substitute: Vice-Chairman of the Planning and Licensing Committee)	Chairman of the Planning and Licensing Committee (Substitute: Vice-Chairman of the Planning and Licensing Committee)
(Membership amended by the Council 07/04/16)	Representing the Dengie Peninsular Councillor R G Boyce MBE (Substitute: Councillor E L Bamford)	Representing the Dengie Peninsular Councillor R G Boyce MBE (Substitute: Councillor E L Bamford)
Blackwater Estuary Siltation Steering Group	Councillor A K M St. Joseph	Councillor A K M St. Joseph
"Dawn" Sailing Barge Trust Limited	Councillor R G Boyce MBE	Councillor R G Boyce MBE
Essex Coastal Forum	Councillor M F L Durham CC Substitute: Councillor A S Fluker	Councillor M F L Durham CC Substitute: Councillor A S Fluker
Essex Planning Policy Portfolio and Chairman's Group	Chairman of the Planning and Licensing Committee Substitute: Vice-Chairman of the Planning and Licensing Committee	Chairman of the Planning and Licensing Committee Substitute: Vice-Chairman of the Planning and Licensing Committee
Local Government Association Coastal Issues Special Interest Group	Councillor A K M St. Joseph Substitute: Councillor Miss S White	Councillor A K M St. Joseph Substitute: Councillor Miss S White
Local Government Flood Forum	Councillor Miss M R Lewis Substitute: Councillor A K M St. Joseph	Councillor Miss M R Lewis Substitute: Councillor A K M St. Joseph
Local Area Highways Panel	Councillors Mrs B F Acevedo, H M Bass and M S Heard	Councillors Mrs B F Acevedo, H M Bass and M S Heard

APPENDIX 1

OUTSIDE BODIES	REPRESENTATIVES 2017 / 2018	2018 / 19 PROPOSED REPRESENTATIVE
Sense of Place Board	Chairman of the Planning and Licensing Committee Substitute: Vice-Chairman of the Planning and Licensing Committee	Chairman of the Planning and Licensing Committee Substitute: Vice-Chairman of the Planning and Licensing Committee
Southend Airport Consultative Committee	Councillor P G L Elliott	Councillor P G L Elliott
Southminster Heritage Economic Regeneration Scheme Steering Group	Councillor A S Fluker	Councillor A S Fluker

The following body is not appointed by Maldon District Council but involves Members of the Council:

Essex Partnership Board (Mid Essex	Leader of the Council
representative)	(appointed 4 April 2013)

Agenda Item 19

CIRCULATED AT THE MEETING



REPORT of CHIEF EXECUTIVE

to ANNUAL COUNCIL 10 MAY 2018

APPOINTMENT OF MEMBERS TO SERVE ON WORKING GROUPS OF THE COUNCIL

1. PURPOSE OF THE REPORT

1.1 To appoint Members to serve on Working Groups of the Council.

2. RECOMMENDATION

That the appointments to the Working Groups as set out **APPENDIX 1** to this report be confirmed.

3. SUMMARY OF KEY ISSUES

- 3.1 A list of nominations has been received from the Leader of the Council and Leader of the Opposition in respect of the following Working Groups and theses are detailed in **APPENDIX 1** to this report.
- 3.2 Attention is drawn to the following change that has become apparent over the past year. This change has been reflected within the list attached at **APPENDIX 1**.
 - **Devolution Member Task and Finish Working Group** Deleted as Working Group no longer required.

4. IMPLICATIONS

- (i) **Impact on Customers** None.
- (ii) **Impact on Equalities** None.
- (iii) <u>Impact on Risk</u> None.
- (iv) **Impact on Resources (financial)** None.
- (v) **Impact on Resources (human)** None.
- (vi) **Impact on the Environment** None.

Background Papers: None.

Enquiries to: Fiona Marshall, Chief Executive, (Tel: 01621 875711).

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APPOINTMENT OF CORPORATE WORKING GROUPS

Body	Representatives 2017 / 2018	PROPOSED 2018 / 19 Representatives
Asset Management Working Group	From the Community Services Committee: Councillor R G Boyce MBE Councillor E L Bamford From the Finance and Corporate Services Committee: Councillor I E Dobson Councillor D M Sismey From the Planning and Licensing	From the Community Services Committee: Councillor R G Boyce MBE Councillor E L Bamford From the Finance and Corporate Services Committee: Councillor I E Dobson Councillor D M Sismey From the Planning and
	 Committee: Councillor Mrs P A	 Licensing Committee: Councillor Mrs P A Channer CC Councillor A K M St. Joseph Leader of the Council Deputy Leader of the Council
Corporate Projects Member Task and Finish Working Group (Appointed by the Council on 8 September 2016)	From the Community Services Committee: Councillor R Pratt, CC Councillor Mrs B D Harker From the Finance and Corporate Services Committee: Councillor I E Dobson Councillor A S Fluker From the Planning and Licensing Committee: Councillor A K M St. Joseph Councillor S J Savage	From the Community Services Committee: Councillor Mrs B D Harker Vacancy (to be confirmed) From the Finance and Corporate Services Committee: Councillor I E Dobson Councillor A S Fluker From the Planning and Licensing Committee: Councillor A K M St. Joseph Councillor S J Savage
Corporate Governance Working Group	Councillor M F L Durham, CC (Leader of the Council) Councillors B S Beale MBE, R G Boyce MBE, H M Bass, P G L Elliott, A S Fluker, and Mrs M E Thompson	Councillor M F L Durham, CC (Leader of the Council) Councillors B S Beale MBE, R G Boyce MBE, H M Bass, P G L Elliott, A S Fluker, and Mrs M E Thompson

Body	Representatives 2017 / 2018	PROPOSED 2018 / 19 Representatives
Investigating and Disciplinary Panel (Council 21 December 2016 –	Councillors E L Bamford, B S Beale MBE, R G Boyce MBE, Mrs P A Channer CC, P G L Elliott, Mrs B D Harker, M W Helm, N R Pudney, D M Sismey and A K M St. Joseph	Councillors E L Bamford, B S Beale MBE, R G Boyce MBE, Mrs P A Channer CC, P G L Elliott, Mrs B D Harker, M W Helm, N R Pudney, D M Sismey and A K M St. Joseph
Minute No. 698)	Independent Persons: Mr N Hodson and Mr S Anthony Reserve – Ms C Gosling	Independent Persons: Mr N Hodson and Mr S Anthony Reserve – Ms C Gosling
Maldon Health Hub	Councillors Mrs P A Channer CC and Mrs B D Harker	Councillors Mrs P A Channer CC and Mrs B D Harker
	From the Community Services Committee: Councillors B S Beale MBE and Mrs B D Harker	From the Community Services Committee: Councillors B S Beale MBE and Mrs B D Harker
Strategic Housing Board (Council 16 February 2017 – Minute No., 991)	From the Finance and Corporate Services Committee: Councillors A S Fluker and Rev. A E J Shrimpton	From the Finance and Corporate Services Committee: Councillors A S Fluker and Rev. A E J Shrimpton
	From the Planning and Licensing Committee: Councillors E L Bamford and R G Boyce MBE	From the Planning and Licensing Committee: Councillors R G Boyce MBE and one Vacancy (to be confirmed)
Transformation Programme Board (Council (19/12/14) Min No. 675 refers)	Councillors M F L Durham CC and A S Fluker	Councillors M F L Durham CC and A S Fluker