



## SUPPLEMENTARY PACK (Reports marked 'to follow')

DIRECTOR OF STRATEGY,  
PERFORMANCE AND GOVERNANCE  
Paul Dodson

19 May 2021

Dear Councillor

### STATUTORY ANNUAL COUNCIL

Please find enclosed the following reports marked as 'to follow' on the agenda for the Statutory Annual Council meeting.

16. **Leaders and Composition of Political Groups** (Pages 3 - 4)
17. **Appointment of Membership of Committees of the Council** (Pages 5 - 12)
20. **Appointment of Representatives to Local Government and Outside Bodies**  
(Pages 13 - 22)
21. **Appointment of Members to serve on Working Groups of the Council** (Pages  
23 - 26)

Yours faithfully

Director of Strategy, Performance and Governance

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## **REPORT of DIRECTOR OF STRATEGY, PERFORMANCE AND GOVERNANCE**

**to  
ANNUAL COUNCIL  
20 MAY 2021**

### **LEADERS AND COMPOSITION OF POLITICAL GROUPS**

#### **1. PURPOSE OF THE REPORT**

- 1.1 To appoint to the Leader and Deputy Leader of the Council for the Municipal year.

#### **2. RECOMMENDATIONS**

- (i) That the Council considers ratification of the Leader-designate as Leader of the Council;
- (ii) That in the event that the Council does not confirm the Leader-designate, to elect the Leader of the Council;
- (iii) That the Council elects the Deputy-Leader of the Council.

#### **3. SUMMARY OF KEY ISSUES**

- 3.1 As required by the Local Government and Housing Act 1989, the Strategy, Performance and Governance Manager has been notified that the compositions of the political Groups on the Council are as follows:

Independent Group	Leader	Councillor W Stamp CC
	Members	Councillors M G Bassenger, B S Beale MBE, V J Bell, M R Edwards, M S Heard, K M H Lagan, C Mayes, S P Nunn, R G F Shaughnessy, R H Siddall, N J Skeens, E L Stephens, Mrs J C Stilts and C Swain
Conservative Group	Leader	Councillor P A Channer
	Members	Councillors Miss A M Beale, M F L Durham CC, Mrs J L Fleming CC, B B Heubner, A L Hull, J V Keyes, C P Morley, Mrs M E Thompson and Miss S White
Democratic Alliance Group	Leader	Councillor M W Helm
	Members	Councillors R G Boyce MBE, R P F Dewick and A S Fluker

- 3.2 In accordance with the Council's Political Parties and Associated Arrangements, Councillor W Stamp is therefore recognised as Leader-designate.

#### **4. CONCLUSION**

- 4.1 The information is provided for Members to appoint to the posts of Leader and Deputy Leader of the Council.

#### **5. IMPACT ON STRATEGIC THEMES**

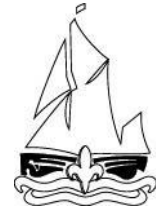
- 5.1 The posts of Leader and Deputy Leader of the Council work across all strategic themes, but specifically help to contribute to Performance and Efficiency, with Maldon District Council (MDC) working with partners.

#### **6. IMPLICATIONS**

- (i) **Impact on Customers** – The Leader of the Council will be the Councils figure head, and promote customer engagement
- (ii) **Impact on Equalities** – Not applicable (N/A).
- (iii) **Impact on Risk** – Appointment to posts underpins good governance and reduces risk.
- (iv) **Impact on Resources (financial)** – N/A.
- (v) **Impact on Resources (human)** – N/A.
- (vi) **Impact on the Environment** – N/A.
- (vii) **Impact on Strengthening Communities** - The Leader of the Council will be the Councils figure head and promote community engagement.

Background Papers: None.

Enquiries to: Paul Dodson, Director of Strategy Performance and Governance.



## **REPORT of DIRECTOR OF STRATEGY, PERFORMANCE AND GOVERNANCE**

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**to  
ANNUAL COUNCIL  
20 MAY 2021**

### **APPOINTMENT OF MEMBERSHIP OF COMMITTEES OF THE COUNCIL**

#### **1. PURPOSE OF THE REPORT**

- 1.1 To appoint serving Members for Committees for the Municipal year to May 2022.

#### **2. RECOMMENDATIONS**

- (i) That the allocation of seats on Committees as set out in section 3.6 below, be ratified;
- (ii) That the Member nominations set out in **APPENDIX A**, be approved;
- (iii) That where nominations haven't been received, to appoint Members to these Committee positions.

#### **3. SUMMARY OF KEY ISSUES**

- 3.1 Under Section 15(1)(b) of the Local Government and Housing Act 1989, the Council is required at its Annual Meeting to review the representation of different political groups on committees of the authority.
- 3.2 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 above Act. In essence, this requires local authorities to review committee membership and political representation annually. By law, seats on committees must be allocated in proportion to the political composition of the Council. In addition, the total number of seats across all of the committees must reflect the overall political balance of the Council.
- 3.3 Notification has been made to me of three political groups constituted for the purposes of the political balance provisions namely:

Independent	15 Members
Conservative	10 Members
Democratic Alliance	4 Members

- 3.4 There are a further two non-aligned members of the Council.
- 3.5 Neither Political Group has a majority of the Members of the Council (51% or more) so that it would have a right to request a majority on every Committee.

- 3.6 The Council is asked to ratify the allocation of seats on Committees in the following manner:

	Total seats	Independent	Conservative	Democratic Alliance	Non aligned Member 1	Non aligned Member 1	Non aligned combined
Governance and Audit	10	5	3	1	0.32	0.32	1
Strategy and Resources	11	5	4	1	0.35	0.35	1
Licensing	10	5	3	1	0.32	0.32	1
Overview and Scrutiny	10	5	3	2	Alliance for overall balance		0
Joint Standards	8	4	2	1	0.32	0.32	1
Investigating and Disciplinary	5	2	2	1	0.16	0.16	0

Investigating and Disciplinary Panel	10	5	3	1	0.32	0.32	1
Appointments Board	6	3	2	1	* Committee Membership - Leader of the Council (or Deputy), Opposition Leader (or Deputy), Chairmen (or Vice-Chairmen) of the Strategy and Resources and the Performance, Governance and Audit Committees, plus two other named Members appointed by the Council (political balance provisions shall apply)		

- 3.6.1 In applying the overall percentage of the three Groups to total seat allocation, the Democratic Alliance Group were initially underrepresented by one seat. A seat from a ten-seat Committee additionally needs to be allocated to the Group to apply to the political balance principles set out in Section 15 of the Local Government and Housing Act 1989, and this is put forward as the Overview and Scrutiny Committee, as identified in the table.

- 3.7 As agreed by the Council on 6 August 2020 (Minute No. 1128 refers), Members of the Performance, Governance & Audit and Strategy & Resources Committees are unable to serve on the Overview and Scrutiny Committee.

- 3.7.1 In line with guidance from the Joint Secretaries, Members cannot sit on both the Investigating and Disciplinary Committee and the Investigating and Disciplinary Panel.

### 3.8 Joint Standards Committee

- 3.8.1 Two Parish Councillors sit on the Committee (to be appointed following receipt of nominations from the Essex Association of Local Councils (EALC)). A second nomination has been sought from EALC but has not been forthcoming. The first representative is Councillor Peter stilts.

### 3.9 Investigating and Disciplinary Panel

- 3.9.1 In addition to the Committees of the Council referred to in Procedure Rule 17, the Council is required to establish an Investigating and Disciplinary Panel (see Procedure Rule 16(11)(a)) to which Members are appointed and the political balance provisions apply. This is distinct from the Investigating and Disciplinary Committee in terms of both purpose and membership and has therefore been included in the list. The Terms of Reference for this Panel provide for a minimum of five Members of which three shall be Councillors who have not served on the initial investigation

carried out by the Investigating and Disciplinary Committee and two or three Independent Persons appointed by the Council to assist the Joint Standards Committee under the Localism Act 2011.

- 3.9.2 The report seeks to appoint a pool of ten members that can be called upon for meetings.

### 3.10 **Appointments Board**

- 3.10.1 The Council is also required to appoint Members to serve on the Appointments Board. The Council and Committee Procedure Rule 17(8) provides for the constitution of this Board, to be made up of:

- Leader of the Council (or Deputy),
- Opposition Leader (or Deputy),
- Chairmen (or Vice-Chairmen) of the Strategy & Resources and the Performance, Governance & Audit Committees,
- Plus two other named Members appointed by the Council (political balance provisions shall apply).

### 3.11 **Area Planning Committees**

- 3.11.1 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 in the attached **APPENDIX A**.

- 3.11.2 Committee Chairman training will take place in two repeated sessions via Microsoft Teams at 11am on Tuesday 25 May and 1.30pm on Wednesday 26 May 2021.

## 4. **CONCLUSION**

- 4.1 The Committee seat allocation and member nominations are provided for member review, and nominations sought for the non-aligned Council appointed vacancies.

## 5. **IMPACT ON STRATEGIC THEMES**

- 5.1 The Committee structure underpins the Performance and Efficiency Corporate Goal.

## 6. **IMPLICATIONS**

- (i) **Impact on Customers** – Not applicable (N/A).
- (ii) **Impact on Equalities** – N/A.
- (iii) **Impact on Risk** – N/A.
- (iv) **Impact on Resources (financial)** – Specific committees have an impact on this area.
- (v) **Impact on Resources (human)** – N/A.

- (vi) **Impact on the Environment** – Specific Committees have an impact on this area.
- (vii) **Impact on Strengthening Communities** - Specific committees have an impact on this area.

Background Papers: None.

Enquiries to: Paul Dodson, Director of Strategy, Performance and Governance.



## Committees and Political Balance

	<b>Nominations from the Independent Group</b>	<b>Nominations from the Conservative Group</b>	<b>Nominations from the Democratic Alliance Group</b>	<b>Non-Aligned</b>	<b>Non-Members</b>
Performance, Governance and Audit Committee (10)	Councillors: M R Edwards M S Heard S P Nunn E L Stephens Mrs J C Stilts	Councillors: Mrs J L Fleming CC Mrs A L Hull J V Keyes	Councillor R G Boyce MBE	One appointment of Council	-
Strategy and Resources Committee (11)	Councillors: K M H Lagan N G F Shaughnessy R H Siddall W Stamp CC C Swain	Councillors: Mrs P A Channer M F L Durham CC Mrs M E Thompson Miss S White	Councillor R G Boyce MBE	One appointment of Council	-
Licensing (10)	Councillors: B S Beale MBE C Mayes R H Siddall E L Stephens Mrs J C Stilts	Councillors: M F L Durham CC Mrs A L Hull Mrs M E Thompson	Councillor M W Helm	One appointment of Council	-
Overview and Scrutiny Committee (10) (including Overview and Scrutiny Committee meeting as the Crime and Disorder Committee)	Councillors: M G Bassenger B S Beale MBE V J Bell C Mayes N J Skeens	Councillors: Miss A M Beale B B Heubner C P Morley	Councillors: R P F Dewick M W Helm		-

# APPENDIX A

	<b>Nominations from the Independent Group</b>	<b>Nominations from the Conservative Group</b>	<b>Nominations from the Democratic Alliance Group</b>	<b>Non-Aligned</b>	<b>Non-Members</b>
Joint Standards Committee (8 plus 3 non-members)	Councillors: M G Bassenger C Mayes S P Nunn R H Siddall	Councillors: Miss A M Beale Mrs J L Fleming CC	R P F Dewick	One appointment of Council	Two Parish / Town Councillors  Independent Person (one from a Pool of three)
Investigating and Disciplinary Committee (5)	Councillors: S P Nunn R H Siddall	Councillors: Mrs P A Channer B B Heubner	Councillor M W Helm		-
Investigating and Disciplinary Panel (pool of 10)  Minimum of five Members of the Council – politically balanced – of which three have not served on the initial investigation carried out by the Investigating & Disciplinary Committee. In addition, two or three Independent Persons appointed by the Council to assist the Joint Standards Committee under the	Councillors: V J Bell M S Heard W Stamp CC E L Stephens C Swain	Councillors: Mrs A L Hull Mrs M E Thompson Miss S White	Councillor R G Boyce MBE	One appointment of Council	-

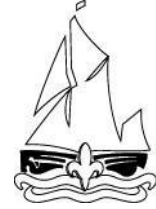
# APPENDIX A

	Nominations from the Independent Group	Nominations from the Conservative Group	Nominations from the Democratic Alliance Group	Non-Aligned	Non-Members
Localism Act 2011.					
Appointments Board (6)	*Councillors: To be appointed following positions	*Councillors: To be appointed following positions	* Councillor M W Helm		
	* Committee Membership - Leader of the Council (or Deputy), Opposition Leader (or Deputy), Chairmen (or Vice-Chairmen) of the Strategy and Resources and the Performance, Governance and Audit Committees, plus two other named Members appointed by the Council (political balance provisions shall apply)				

	Independent Group	Conservative Group	Democratic Alliance Group	Non-Aligned	Non Members
District Planning Committee (31)	Councillors: M G Bassenger B S Beale MBE V J Bell M R Edwards M S Heard K M H Lagan C Mayes S P Nunn N G F Shaughnessy R H Siddall N J Skeens W Stamp CC E L Stephens Mrs J C Stilts C Swain	Councillors: Miss A M Beale Mrs P A Channer M F L Durham CC Mrs J L Fleming CC B B Heubner A L Hull J V Keyes C P Morley Mrs M E Thompson Miss S White	Councillors: R G Boyce MBE R P F Dewick M W Helm  Councillor A S Fluker (from 3 Sept. 2021)	Councillors K W Jarvis C Morris	-

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:

	<b>Independent Group</b>	<b>Conservative Group</b>	<b>Democratic Alliance Group</b>	<b>Non-aligned</b>
Central Area Planning Committee (11)	Councillors: M R Edwards M S Heard K M H Lagan C Mayes S P Nunn N G F Shaughnessy Mrs J C Stilts C Swain	Councillors: Miss A M Beale B B Heubner	-	Councillor C Morris
North Western Area Planning Committee (9)	Councillors: R H Siddall E L Stephens	Councillors: M F L Durham CC Mrs J L Fleming CC J V Keyes C P Morley Mrs M E Thompson Miss S White	-	Councillor K W Jarvis
South Eastern Area Planning Committee (11)	Councillors: M G Bassenger B S Beale MBE V J Bell N J Skeens W Stamp CC	Councillors: Mrs P A Channer A L Hull	Councillors: R G Boyce MBE R P F Dewick M W Helm  Councillor A S Fluker (from 3 Sept. 2021)	



## **REPORT of DIRECTOR OF STRATEGY, PERFORMANCE AND GOVERNANCE**

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**to  
ANNUAL COUNCIL  
20 MAY 2021**

### **APPOINTMENT OF REPRESENTATIVES TO 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 Municipal Year (to May 2022).

#### **2. RECOMMENDATIONS**

- (i) That the appointment of representatives to Local Government and Outside Bodies, as detailed in **APPENDIX 1**, be agreed for the remainder of the Municipal Year;
- (ii) That where representations are not approved, and for those highlighted in section 3.5.1 Members appoint to these Outside Body seats;
- (iii) That Members appointed as representatives to Local Government and Outside Bodies are responsible for sharing minutes of meetings attended to be stored centrally on the Modern.Gov library as per the details in section 3.6 below.

#### **3. SUMMARY OF KEY ISSUES**

- 3.1 A list of the proposed appointments to Local Government and Outside Bodies is attached at **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 Outside Bodies detailed below and the changes that have become apparent over the past year.
- 3.3 **New** (denoted with shaded rows in **APPENDIX 1**)
- 3.3.1 These Boards have required representation throughout the year, and this is the first annual meeting we are including these in.
- Civilian and Military Partnership Board;
  - Action for Family Carers Liaison Board.
- 3.3.2 The following Boards make up the Maldon District Business Network, as an evolution of sense of place that will network the district's business community enabling

partnership working, efficient communication and a unified voice for business in the area:

- Maldon District Business Board;
- Burnham-on-Crouch Business Board;
- Maldon District Tourism Board.

3.3.3 The following board helps to steer early intervention for business recovery in Maldon using some of the government Discretionary Business funding:

- North Essex Economic Board (NEEB).

### 3.4 **Removed**

- Essex Waste Inter Authority Agreement Member Working Group

3.5 Although the Group Leaders have collectively submitted their appointments for Outside Body representation, there is one within the list where we have received too many nominations (denoted with red text).

3.5.1 All nominations are listed, and the Council is requested to determine the representatives. The body is:

- Stow Maries Aerodrome Consultative Committee.

3.6 As agreed at the November 2020 Annual Meeting, so that all Members have visibility, where papers are not private and confidential, and subject to agreement by the relevant body the appointed Member representatives use the following Fresh Service link <https://maldon.freshservice.com/support/catalog/items/105> to then be stored on the central Modern.Gov library for all Members to access.

3.7 Those outside bodies that are shown in **bold text** are appointments associated with specific positions and do not require a representative from the Council specifically.

## 4. **CONCLUSION**

4.1 The report provided provides a list of Local Government and Outside Bodies for the Council and seeks Member appointment for the remainder of the municipal year.

## 5. **IMPACT ON STRATEGIC THEMES**

5.1 The Local Government and Outside Bodies representation links to outcomes across the Corporate Plan and all strategic themes. Attendance helps to contribute to Performance and Efficiency, with Maldon District Council (MDC) working with partners.

## 6. **IMPLICATIONS**

- (i) **Impact on Customers** – Not applicable (N/A).
- (ii) **Impact on Equalities** – Not applicable (N/A).

- (iii) **Impact on Risk** – Attendance limits risk, as MDC are aware of what is going on in wider partner context.
- (iv) **Impact on Resources (financial)** – N/A.
- (v) **Impact on Resources (human)** – Officer and member time taken to attend Local Government and Outside Bodies.
- (vi) **Impact on the Environment** – Working with partners, some of these bodies link to environment themes.
- (vii) **Impact on Strengthening Communities** – working with partners, some of these bodies link to community themes.

Background Papers: None.

Enquiries to: Cheryl Hughes, Programmes Performance and Governance Manager.

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### Representatives to Outside Bodies

#### Local Government Bodies:

BODY	REPRESENTATIVE	LEAD OFFICER
East of England Local Government Association	<b>Leader of the Council</b>	Director of Strategy, Performance and Governance
Essex Local Government Association	<b>Leader of the Council</b>	Director of Strategy, Performance and Governance
Local Government Association	<b>Leader of the Council</b>	Director of Strategy, Performance and Governance

#### Outside Bodies (not appointed by Maldon District Council but involve Members of the Council):

BODY	REPRESENTATIVE	LEAD OFFICER
Essex Partnership Board (Mid Essex Representative)	<b>Leader of the Council</b>	Director of Strategy, Performance and Governance
Essex Leaders and Chief Executives Group	<b>Leader of the Council</b>	Director of Strategy, Performance and Governance

#### Representatives to Outside Bodies made by the Council:

BODY	LEAD OFFICER	TO BE APPOINTED	NOMINATIONS
Action for family carers liaison board	Thematic Lead, Community		Councillor S P Nunn
Blackwater Estuary Siltation Steering Group (p) – annual meeting	River Bailiff / Lead Countryside and Coast Coordinator	One Member of the Council- same member as Harbour Improvement Representative	Councillor K M H Lagan
Bradwell B Community Forum	Strategy, Performance and Communications Manager	Two members of the Council	Councillors K M H Lagan and N J Skeens

BODY	LEAD OFFICER	TO BE APPOINTED	NOMINATIONS
<b>Bradwell B Joint Local Authorities Group (renamed 20/07/20)</b>	<b>Director of Strategy, Performance and Governance</b>	<b>Leader and Deputy Leader of the Council</b>  <b>*Chairman and Vice-Chairman of Strategy and Resources Committee</b>	<b>Leader and Deputy Leader of the Council</b>  <b>*Chairman and Vice-Chairman of Strategy and Resources Committee</b>
Bradwell Local Community Liaison Council	Strategy, Policy and Communications Manager	Four Members of the Council	Councillors K M H Lagan, C Mayes, N J Skeens and Miss S White
Brickhouse Farm Management Committee	Customer, Community and Casework Manager	Two Members of the Council	Councillors K M H Lagan and Mrs J C Stilts
Burnham-on-Crouch Business Board.		One Member of the Council	Councillor W Stamp CC
<b>British Red Cross Society – Essex County Branch</b>	<b>Thematic Lead, Community</b>	<b>Chairman of the Council</b>	<b>Chairman of the Council</b>
Civilian and Military Partnership Board	Thematic Lead, Community	One Member of the Council	Councillor S P Nunn
Drapers Farm Sports Club Committee	Countryside and Coast Manager	One Member of the Council	Councillor M R Edwards <i>Reserve: Councillor B B Heubner</i>
Essex Coastal Forum	Countryside and Coast Manager	One Member of the Council  <i>Substitute: One Member of the Council</i>	Councillor M G Bassenger  <i>Substitute: Councillor Miss S White</i>
Essex Countywide Traveller Unit Committee	Lead Specialist, Community	One Member of the Council	Councillor Mrs J L Fleming CC
Essex Climate Action Forum	Lead Specialist- Community / Strategy Policy and Communications Manager	One Member of the Strategy and Resources Committee	Councillor C Swain

BODY	LEAD OFFICER	TO BE APPOINTED	NOMINATIONS
Essex Flood Partnership Board	Lead Specialist- Community	One Member of the Council <i>Substitute: One Member of the Council</i>	Councillor S P Nunn <i>Substitute: Councillor Miss S White</i>
Essex Housing Policy Portfolio	Lead Specialist- Community	One Member of the Council	Chairman of the Strategy and Resources Committee
<b>Essex Planning Policy Portfolio and Chairman's Group</b>	<b>Lead Specialist Place / Strategy, Policy and Communications Manager</b>	<b>Chairman of the Strategy and Resources Committee</b>  <i>Substitute: Vice-Chairman of the Strategy and Resources Committee</i>	<b>Chairman of the Strategy and Resources Committee</b>  <i>Substitute: Vice-Chairman Strategy and Resources Committee</i>
<b>Essex Waste Member Partnership Board</b>	<b>Lead Specialist Community / Specialist for Commissioning and Contracts (Waste)</b>	<b>Chairman of the Strategy and Resources Committee</b>  <i>Substitute: Vice-Chairman Strategy and Resources Committee</i>	<b>Chairman of the Strategy and Resources Committee</b>  <i>Substitute: Vice-Chairman Strategy and Resources Committee</i>
Livewell Partnership Group	Customer, Community and Casework Manager / Strategy Theme Lead – Community	Six Members of the Council	Councillors M G Bassenger, Miss A M Beale, Mrs P A Channer, Mrs J C Stilts, E L Stephens and Miss S White
Local Area Highways Panel	Highways Liaison Officer Essex County Council	Three Members of the Council	Councillors M R Edwards, A L Hull and R H Siddall
Local Government Association Coastal Issues Special Interest Group	Countryside and Coast Manager	One Member of the Council  <i>Substitute: One Member of the Council</i>	Councillor C Swain  <i>Substitute: Councillor M F L Durham CC</i>
Local Government Flood Forum	Lead Specialist – Community	One Member of the Council  <i>Substitute: One Member of the Council</i>	Councillor C Swain  <i>Substitute: Councillor Miss S White</i>

BODY	LEAD OFFICER	TO BE APPOINTED	NOMINATIONS
Maldon District Dementia Alliance (appointed by the Council 18/03/21)	Strategy Theme Lead - Community	One Member of the Council	Councillor Miss A M Beale
Maldon and District Youth Strategy Group	Strategy Theme Lead – Community	One Member of the Council	Councillor V J Bell
Maldon District Business Board		One Member of the Council	Councillor S P Nunn
Maldon District Tourism Board		One Member of the Council	Councillor Mrs J C Stilts
Maldon Harbour Improvement Commissioners <i>This position is an appointment as a Commissioner for a minimum period of three years (appointment will continue even if Member leaves the Council)</i>	River Bailiff / Countryside and Coast Manager	One member of Council - same as Blackwater Estuary representative	Councillor K M H Lagan
Maldon High Street Focus Group (Council 16 July 2020)	Strategy Theme Lead – Place	Two Members of the Council	Councillors C Mayes and S P Nunn
<b>Maldon Locality Board</b>	<b>Corporate Leadership Team</b>	<b>Leader of the Council / Deputy Leader of the Council Leader of the Opposition (or representative) Chairman (or vice-chairman) of the Performance, Governance &amp; Audit and Strategy &amp; Resources Committee</b>	<b>Leader of the Council / Deputy Leader of the Council Leader of the Opposition (or representative) Chairman (or vice-chairman) of the Performance, Governance &amp; Audit and Strategy &amp; Resources Committee</b>
Maldon Operational Group (Previously Maldon Health Hub)	Director of Strategy, Performance and Governance	Chairman of Strategy and Resources Committee  And one Member of the Council	Chairman of the Strategy and Resources Committee  Councillor Mrs P A Channer

BODY	LEAD OFFICER	TO BE APPOINTED	NOMINATIONS
North Essex Economic Board (NEEB)		One Member of the Council	Councillor W Stamp CC
Plume Educational Trust (Four yearly appointment)		One Member of the Council (from June 2021)	Councillor C Swain
Police and Crime Panel	Director of Service Delivery	One Member of the Council <i>Substitute: One Member of the Council</i>	Councillor M S Heard <i>Substitute: Councillor B B Heubner</i>
Responsible Authorities Group (RAG) (Community Safety)	Director of Service Delivery / Director of Strategy, Performance and Governance / Community Safety Partnership Manager	One Member of the Council <i>Substitute: One Member of the Council</i>	Councillor M S Heard <i>Substitute: Councillor B B Heubner</i>
<b>Sense of Place Board</b>	<b>Director of Strategy, Performance and Governance</b>	<b>Chairman of the Strategy and Resources Committee</b>  <b><i>Substitute: Vice-Chairman of the Strategy and Resources Committee</i></b>	<b>Chairman of the Strategy and Resources Committee</b>  <b><i>Substitute: Vice-Chairman of the Strategy and Resources Committee</i></b>
South Essex Parking Partnership – Joint Committee	Customer, Community and Casework Manager	One Member of the Council <i>Substitute: One Member of the Council</i>	Councillor C Mayes <i>Substitute: Councillor W Stamp CC</i>
<b>Superfast Essex Steering Board</b>	<b>Strategy Theme Lead - Place</b>	<b>Chairman of the Strategy and Resources Committee</b>	<b>Chairman of the Strategy and Resources Committee</b>
*Southend Airport Consultative Committee	Strategy Theme Lead–Prosperity	One Member of the Council	Councillor S P Nunn
Stow Maries Aerodrome Consultative Committee (Appointed 20/12/18)	Director of Resources	Two Members of the Council	Councillors K M H Lagan and S P Nunn Councillor Miss S White

BODY	LEAD OFFICER	TO BE APPOINTED	NOMINATIONS
The Thomas Plume Library Charitable Incorporated Organisation		None	Councillor S P Nunn
*West Maldon Community Association Management Committee	Strategy Theme Lead - Community	One Member of Council / Ward Member	Councillor N G F Shaughnessy



## **REPORT of DIRECTOR OF STRATEGY, PERFORMANCE AND GOVERNANCE**

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**to  
ANNUAL COUNCIL  
20 MAY 2021**

### **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 for the Municipal year (to May 2022).

#### **2. RECOMMENDATIONS**

- (i) That Members approve the nominations provided for the Working Groups (**APPENDIX 1**);
- (ii) That where nominations are not approved, Members appoint to these Working Group seats.

#### **3. SUMMARY OF KEY ISSUES**

- 3.1 A list of proposed nominations has been received in respect of the Council's Working Groups and these are detailed in **APPENDIX 1** to this report.
- 3.2 The following Working Groups have been removed from the list this time:
- Asset management Working Group - This work has been picked up elsewhere in Commercial activity.
  - Community Infrastructure Levy (CIL) Working Group - Although a CIL Working Group was appointed, its business is subsumed into the Planning Policy Working Group and it has been removed this year
  - Maldon Market Member Task and Finish Working Group - Maldon Market incorporated into Covid-19 Reset and Recovery Working Group.
- 3.3 There is a suggested update to the name of the Corporate Projects Member Task and Finish Working Group to Corporate Projects Member Working Group as this is ongoing work
- 3.4 There is also an additional Working Group listed, Climate Action Strategy Working Group – the purpose of the Group will be to provide updates to the Strategy and Resources Committee on their work to inform the Strategy and Resources Committee's decisions in relation to endorsing the climate challenges, pledges and the Council's approach to achieve positive carbon reduction outcomes by 2030.
- 3.5 Additional Working Groups that are specific to a Committee will be dealt with at their first meeting.

- 3.6 Nominations for the Working Groups have been provided by the Group Leaders in readiness for this meeting and member consideration.
- 3.7 Some of the Working Group positions that are listed are appointments associated with specific positions and do not require a representative from the Council specifically.

#### **4. CONCLUSION**

- 4.1 The report provides a list of Member appointments for approval for the municipal year.

#### **5. IMPACT ON STRATEGIC THEMES**

- 5.1 Working Group appointments support the Performance and Efficiency goal, with members understanding and working through detail to bring back to Committee for consideration.

#### **6. IMPLICATIONS**

- (i) **Impact on Customers** – Not applicable (N/A).
- (ii) **Impact on Equalities** – N/A.
- (iii) **Impact on Risk** – N/A.
- (iv) **Impact on Resources (financial)** – N/A.
- (v) **Impact on Resources (human)** – Officer and member time to attend and manage the Working Groups.
- (vi) **Impact on the Environment** – Some working groups link to the Environment themes.
- (vii) **Impact on Strengthening Communities** – Some working groups link to the Communities themes.

Background Papers: None.

Enquiries to: Paul Dodson, Director of Strategy, Performance and Governance.



**Member Working Groups****Appointed by the Council:**

<b>Member Working Group</b>	<b>Lead Officer</b>	<b>To appoint</b>	<b>Nominations</b>
Air Quality Management (Market Hill) Member Officer Working Group	Strategy, Policy and Communications Manager	Eight Members of the Council	Councillors Mrs P A Channer, M R Edwards, Mrs J L Fleming CC, C Mayes, C P Morley, S P Nunn, N G F Shaughnessy and Miss S White
Alderman and Alderwoman Working Group		Chairman of the Council Leader of the Council Leader of the Opposition  And three Members of the Council	Chairman of the Council Leader of the Council Leader of the Opposition  Councillors N J Skeens, S P Nunn and Miss S White
Bradwell 'A' Care and Maintenance Working Group	Strategy, Policy and Communications Manager	Six Members of the Council	Councillors A L Hull, J V Keyes, C Mayes, S P Nunn, N J Skeens and Miss S White
Bradwell 'B' Power Station Working Group	Bradwell B Programme Lead	Leader and Deputy Leader of the Council  Chairman and Vice-Chairman of the Strategy and Resources Committee  And Seven members of the Council	Leader and Deputy Leader of the Council  Chairman and Vice-Chairman of the Strategy and Resources Committee  Councillors M G Bassenger, Mrs P A Channer, Mrs J L Fleming CC, A L Hull, K M H Lagan, C Mayes and N G F Shaughnessy.
Corporate Governance Working Group	Head of Paid Service / Director of Strategy, Performance and Governance	Leader of the Council Leader of the Opposition  And six Members of the Council	Leader of the Council Leader of the Opposition  Councillors B B Heubner, J W Jarvis, E L Stephens, R H Siddall, Mrs J C Stilts and Mrs M E Thompson

Member Working Group	Lead Officer	To appoint	Nominations
Corporate Projects Member Task and Finish Working Group	Director of Resources	Six Members of the Council	Councillors M F L Durham CC, J V Keyes, C P Morley, R H Siddall, W Stamp CC and C Swain
COVID-19 Reset and Recovery Member Working Group	Director of Strategy, Performance and Governance	Six Members of the Council	Councillors Mrs P A Channer, Mrs J L Fleming CC, B B Heubner, C Mayes, R H Siddall and Mrs J C Stilts.
Finance Member Working Group	Director of Resources	Seven Members of the Council (four Independents, two Conservatives and one Democratic Alliance Group)	Councillors R G Boyce MBE, K M H Lagan, R H Siddall, W Stamp CC, C Swain, Mrs M E Thompson and Miss S White
Leisure Contract Task and Finish Working Group	Commercial Manager / Director of Service Delivery	Eight Members of the Council	Councillors M F L Durham CC, Mrs J L Fleming CC, A L Hull, K W Jarvis, S P Nunn, W Stamp CC, Mrs J C Stilts and Miss S White
Planning Policy Working Group	Director of Strategy, Performance and Governance	Seven Members of the Council (four Independents, two Conservatives and one Democratic Alliance Group)	Councillors Mrs P A Channer, M W Helm, C Mayes, Mrs J C Stilts, R H Siddall, W Stamp CC and Mrs M E Thompson
Strategic Housing Board	Senior Specialist - Housing	Six Members of the Council	Councillors Miss A M Beale, M F L Durham CC, J V Keyes, C Mayes, S P Nunn and E L Stephens,
Strategies and Engagement Member Task and Finish Working Group	Strategy, Policy and Communications Manager	Six Members of the Council	Councillors Miss A M Beale, Mrs P A Channer, S P Nunn, R H Siddall, W Stamp CC and Mrs M E Thompson

**New Member Working Group to be approved and appointed by the Council**

Member Working Group	Lead Officer	To appoint	Nominations
Climate Action Strategy Working Group	Strategy, Policy and Communications Manager	Six Members of the Council	Councillors Mrs P A Channer, C Mayes, N J Skeens, Mrs J C Stilts, W Stamp CC and Miss S White