



SUPPLEMENTARY PACK

DIRECTOR OF STRATEGY,
PERFORMANCE AND GOVERNANCE
Paul Dodson

12 May 2022

Dear Councillor

STATUTORY ANNUAL COUNCIL - THURSDAY 12 MAY 2022

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

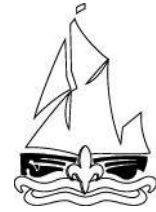
13. **Leaders and Composition of Political Groups** (Pages 3 - 4)
14. **Appointment of Membership of Committees of the Council** (Pages 5 - 12)
17. **Appointment of Representatives to Local Government and Outside Bodies**
(Pages 13 - 22)
18. **Appointment of Members to serve on Working Groups of the Council** (Pages 23 - 28)

Yours faithfully

Director of Strategy, Performance and Governance



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REPORT of DIRECTOR OF STRATEGY, PERFORMANCE AND GOVERNANCE

**to
ANNUAL COUNCIL
12 MAY 2022**

LEADERS AND COMPOSITION OF POLITICAL GROUPS

1. PURPOSE OF THE REPORT

- 1.1 To appoint 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 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 R H Siddall,
	Members	Councillors: M G Bassenger, B S Beale MBE, V J Bell, M R Edwards, M S Heard, C Mayes, N G F Shaughnessy, N J Skeens, E L Stephens, Mrs J C Stilts and C Swain
Conservative Group	Leader	Councillor Mrs P A Channer
	Members	Councillors: Miss A M Beale, R G Boyce MBE M F L Durham CC, Mrs J L Fleming CC, B B Heubner, A L Hull, J V Keyes, S J N Morgan C P Morley, Mrs M E Thompson and S White

- 3.2 There are a further seven elected Members that are not part of a political group.
- 3.3 In accordance with the Council's Political Parties and Associated Arrangements, Councillor R H Siddall is therefore recognised as Leader-designate. This is because when groups are even in numbers, the group that previously had the largest number of members provides the Leader-Designate, as set out in section 7.1, Article 2 of the Constitution

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

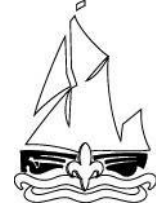
- 5.1 The posts of Leader and Deputy Leader of the Council work across all strategic themes, but specifically help to contribute to Performance and Efficiency, with Maldon District Council working with partners.

6. IMPLICATIONS

- (i) **Impact on Customers** – The Leader of the Council will be the Council's figure head, and promote customer engagement.
- (ii) **Impact on Equalities** – None.
- (iii) **Impact on Risk** – Appointment to posts underpins good governance and reduces risk.
- (iv) **Impact on Resources (financial)** – None.
- (v) **Impact on Resources (human)** – None.
- (vi) **Impact on the Environment** – None.
- (vii) **Impact on Strengthening Communities** - The Leader of the Council will be the Council's 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**

**to
ANNUAL COUNCIL
12 MAY 2022**

APPOINTMENT OF MEMBERSHIP OF COMMITTEES OF THE COUNCIL

1. PURPOSE OF THE REPORT

- 1.1 To appoint serving Members to Committees for the Municipal year to May 2023.

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 have not been received, to appoint Members to these Committee positions;
- (iv) That for the purposes of Substitutes, serving Performance, Governance & Audit and Strategy & Resources Committees Members are allowed to sit on the Overview and Scrutiny Committee;
- (v) That Members appoint two Parish / Town Councillors for Joint Standards Committee from the list of three nominees sent to all Members on 9 May 2022.

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 Group	Leader	Councillor R H Siddall,
	Members	Councillors: M G Bassenger, B S Beale MBE, V J Bell, M R Edwards, M S Heard, C Mayes, N G F Shaughnessy, N J Skeens, E L Stephens, Mrs J C Stilts and C Swain
Conservative Group	Leader	Councillor Mrs P A Channer
	Members	Councillors: Miss A M Beale, R G Boyce MBE M F L Durham CC, Mrs J L Fleming CC, B B Heubner, A L Hull, J V Keyes, S J N Morgan C P Morley, Mrs M E Thompson and S White

- 3.4 There are a further seven 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:

Committee	Total Seats	Independent Group	Conservative Group	Non-Aligned combined
Performance, Governance and Audit	10	4	4	2
Strategy and Resources	11	4	4	3
Licensing	10	4	4	2
Overview and Scrutiny	10	4	4	2
Joint Standards	8	3	3	2
Investigating and Disciplinary	5	2	2	1
Investigating and Disciplinary Panel	10	4	4	2
Appointments Board	6	2	2	2

- 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. This has meant Political Groups have been unable to run substitutes and small Committee turnout during the

year. Therefore, recommendation (iv) suggests an exemption to this rule for the purposes of substitutes to the Overview and Scrutiny Committee. The procedure rules also include the following exception to this rule: *the Chairman of the Council, the Leader and Deputy Leader of the Council and the Chairmen and Vice-Chairmen of the Strategy and Resources and the Performance, Governance and Audit Committees shall not serve on the Overview and Scrutiny Committee.*

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

3.9 **Joint Standards Committee**

- 3.9.1 Two Parish / Town Councillors sit on the Joint Standards Committee. The three nominations we have received are set out in **APPENDIX A**, and Members are asked to confirm two candidates based on the details that were circulated by the Monitoring Officer.

3.10 **Investigating and Disciplinary Panel**

- 3.10.1 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.

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

3.11 **Appointments Board**

- 3.11.1 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).

3.12 **Area Planning Committees**

- 3.12.1 In accordance with the Local Government (Committees and Political Groups) Regulations 1990 Part IV, Paragraph 16(a), the membership of the Area Planning Committees is confirmed in the attached **APPENDIX A**.

3.13 Training

- 3.13.1 Compulsory Planning training for **all Members** will take place in two groups, either the evenings of 16 and 23 May or all day on 20 May.
- 3.13.2 Committee Chairman training will take place in two repeated sessions via Microsoft Teams on Monday 16 May at 5pm and Wednesday 18 May at 10.30am.

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** – None.
- (ii) **Impact on Equalities** – None.
- (iii) **Impact on Risk** – None.
- (iv) **Impact on Resources (financial)** – Specific Committees have an impact on this area.
- (v) **Impact on Resources (human)** – None.
- (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

	Nominations from the Independent Group	Nominations from the Conservative Group	Non-Aligned	Non-Members
Performance, Governance and Audit Committee (10)	Councillors: M R Edwards N J Skeens E L Stephens Mrs J C Stilts	Councillors: Mrs J L Fleming, CC A L Hull J V Keyes Mrs M E Thompson	Two Members (Appointment of the Council)	-
Strategy and Resources Committee (11)	Councillors: M G Bassenger N G F Shaughnessy R H Siddall C Swain	Councillors: Mrs P A Channer M F L Durham, CC Mrs M E Thompson S White	Three Members (Appointment of the Council)	-
Licensing (10)	Councillors: M G Bassenger R H Siddall E L Stephens Mrs J C Stilts	Councillors: M F L Durham, CC A L Hull S J N Morgan Mrs M E Thompson	Two Members (Appointment of the Council)	-
Overview and Scrutiny Committee (10) (including Overview and Scrutiny Committee meeting as the Crime and Disorder Committee)	Councillors: B S Beale MBE V J Bell M S Heard C Mayes	Councillors: Miss A M Beale B B Heubner S J N Morgan C P Morley	Two Members (Appointment of the Council)	-

APPENDIX A

	Nominations from the Independent Group	Nominations from the Conservative Group	Non-Aligned	Non-Members
Joint Standards Committee (8 plus 3 non-members)	Councillors: M G Bassenger C Mayes E L Stephens	Councillors: Miss A M Beale Mrs J L Fleming, CC Mrs M E Thompson	Two Members (Appointment of the Council)	Two Parish / Town Councillors to be appointed between <ul style="list-style-type: none"> • Cllr Michael Pearlman • Cllr Tony Shrimpton • Cllr Nigel Todd Independent Person (one from a Pool of three)
Investigating and Disciplinary Committee (5)	Councillors: C Mayes R H Siddall	Councillors: Mrs P A Channer B B Heubner	One Member (Appointment of the Council)	-
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 Localism Act 2011.	Councillors: M S Heard N G F Shaughnessy Mrs J C Stilts C Swain	Councillors: R G Boyce MBE A L Hull Mrs M E Thompson Miss S White	Two Members (Appointment of the Council)	-

APPENDIX A

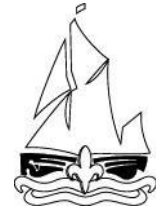
	Nominations from the Independent Group	Nominations from the Conservative Group	Non-Aligned	Non-Members
<p>Appointments Board (6)</p> <p>*Leader of the Council (or Deputy), Opposition Leader (or Deputy), Chairmen (or Vice-Chairmen) of the Strategy & Resources and the Performance, Governance & Audit Committees, plus two other named Members appointed by the Council (political balance provisions shall apply).</p>	<p>*Councillors: To be appointed following positions</p>	<p>*Councillors: To be appointed following positions</p>	<p>*Councillors: To be appointed following positions</p>	

	Independent Group	Conservative Group	Non-Aligned
<p>District Planning Committee (31)</p>	<p>Councillors: M G Bassenger B S Beale MBE V J Bell M R Edwards M S Heard C Mayes N G F Shaughnessy R H Siddall N J Skeens E L Stephens Mrs J C Stilts C Swain</p>	<p>Councillors: Miss A M Beale R G Boyce MBE Mrs P A Channer M F L Durham, CC Mrs J L Fleming, CC B B Heubner A L Hull J V Keyes S J N Morgan C P Morley Mrs M E Thompson S White</p>	<p>Councillors R P F Dewick M W Helm A S Fluker K M H Lagan S P Nunn P L Spenceley W Stamp, CC</p>

APPENDIX A

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

	Independent Group	Conservative Group	Non-aligned
Central Area Planning Committee (11)	Councillors: M R Edwards M S Heard C Mayes N G F Shaughnessy Mrs J C Stilts C Swain	Councillors: Miss A M Beale B B Heubner	Councillors K M H Lagan S P Nunn P L Spenceley
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 S J N Morgan C P Morley Mrs M E Thompson S White	-
South Eastern Area Planning Committee (11)	Councillors: M G Bassenger B S Beale MBE V J Bell N J Skeens	Councillors: R G Boyce MBE Mrs P A Channer A L Hull	Councillors: R P F Dewick M W Helm A S Fluker W Stamp, CC



REPORT of DIRECTOR OF STRATEGY, PERFORMANCE AND GOVERNANCE

**to
ANNUAL COUNCIL
12 MAY 2022**

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 2023.

2. RECOMMENDATIONS

- (i) That the appointment of representatives to Local Government and Outside Bodies, as detailed in **APPENDIX 1**, be agreed for the Municipal Year to May 2023;
- (ii) That where representations are not approved, and for those highlighted in section 3.7 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 3.5 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 The following Outside Bodies have required representation throughout the year and are additions to the list for this year.
- PATROL (Parking and Traffic Regulations Outside London) Adjudication Joint Committee 2022-23 this was removed from the list in November 2020;
 - River Crouch Coastal Community Team (Management Team) was previously appointed from the Performance Governance and Audit Committee, but the appointment has moved to Council
- 3.4 The following have been removed from the list due to meetings no longer being held:
- Maldon Locality Board (we have written to the postal address to confirm);
 - Essex Local Government Association.

- 3.5 At the Statutory Annual Meeting in November 2020, to enable Member visibility, it was resolved that where papers are not private and confidential, and subject to agreement by the relevant body, they would be stored on the central Modern.Gov library for all Members to access. The appointed Member representative(s) is asked to use the following FreshService link to submit papers - <https://maldon.freshservice.com/support/catalog/items/105>.
- 3.6 Those Outside Bodies that are shown in **bold** (in **APPENDIX 1**) are appointments associated with specific positions and do not require a representative from the Council specifically.
- 3.7 Although the Group Leaders have collectively submitted their appointments for Outside Body representation, there are three within the list where we have received too many nominations (denoted in red). The Council will therefore need to agree the representatives for **Local Area Highways Panel**, and also note we have written to the Maldon and District Youth Strategy Group and Maldon District Tourism Board to request two representative spaces, 'reserve' members have been included in the appendix, to be member representatives if this is confirmed.
- 3.8 Following recommendation from the recent partnerships audit "The Council should ensure that sufficient documentation is maintained for the formal partners. This should include:
- Terms of Reference;
 - Minutes from meetings;
 - Action Logs;
 - Updates from Council representatives."

Guidance on how to support this process is set out in section 3.5 of the report.

4. CONCLUSION

- 4.1 This report provides a list of Local Government and Outside Bodies for the Council and seeks Member appointment for 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** – None.
- (ii) **Impact on Equalities** – None.
- (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)** – None.

- (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	Leader of the Council	Director of Strategy, Performance and Governance
Local Government Association	Leader of the Council	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)	Leader of the Council	Director of Strategy, Performance and Governance
Essex Leaders and Chief Executives Group	Leader of the Council	Director of Strategy, Performance and Governance

Representatives to Outside Bodies made by the Council:

BODY	LEAD OFFICER	TO BE APPOINTED	COUNCILLOR NOMINATIONS
Action for family carers liaison board	Thematic Lead, Community		N G F Shaughnessy
Blackwater Estuary Siltation Steering Group – annual meeting	River Bailiff / Lead Countryside and Coast Coordinator	One Member of the Council- same member as Harbour Improvement Representative	C Mayes
Bradwell B Community Forum	Strategy, Performance and Communications Manager	Two members of the Council	M W Helm N J Skeens
Bradwell B Joint Local Authorities Group (renamed 20/07/20)	Director of Strategy, Performance and Governance	Leader and Deputy Leader of the Council *Chairman and Vice-Chairman of Strategy and Resources Committee	Leader and Deputy Leader of the Council *Chairman and Vice-Chairman of Strategy and Resources Committee

BODY	LEAD OFFICER	TO BE APPOINTED	COUNCILLOR NOMINATIONS
Bradwell Local Community Liaison Council	Strategy, Policy and Communications Manager	Four Members of the Council	B S Beale MBE A L Hull C Mayes N J Skeens
Brickhouse Farm Management Committee	Customer, Community and Casework Manager	Two Members of the Council	K M H Lagan Mrs J C Stilts
Burnham-on-Crouch Business Board.		One Member of the Council	W Stamp, CC
British Red Cross Society – Essex County Branch	Thematic Lead, Community	Chairman of the Council	Chairman of the Council
Civilian and Military Partnership Board	Thematic Lead, Community	One Member of the Council	B B Heubner
Drapers Farm Sports Club Committee	Countryside and Coast Manager	One Member of the Council <i>Substitute: One Member of the Council</i>	M R Edwards <i>Reserve: B B Heubner</i>
Essex Coastal Forum	Countryside and Coast Manager	One Member of the Council <i>Substitute: One Member of the Council</i>	Mrs P A Channer <i>Substitute: M G Bassenger</i>
Essex Countywide Traveller Unit Committee	Lead Specialist, Community	One Member of the Council	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	C Swain
Essex Flood Partnership Board	Lead Specialist- Community	One Member of the Council <i>Substitute: One Member of the Council</i>	S White <i>Substitute: C Swain</i>
Essex Housing Policy Portfolio	Lead Specialist-Community	One Member of the Council	Chairman of the Strategy and Resources Committee

BODY	LEAD OFFICER	TO BE APPOINTED	COUNCILLOR NOMINATIONS
Essex Planning Policy Portfolio and Chairman's Group	Lead Specialist Place / Strategy, Policy and Communications Manager	Chairman of the Strategy and Resources Committee <i>Substitute: Vice-Chairman of the Strategy and Resources Committee</i>	Chairman of the Strategy and Resources Committee <i>Substitute: Vice-Chairman of the Strategy and Resources Committee</i>
Essex Waste Member Partnership Board	Lead Specialist Community / Specialist for Commissioning and Contracts (Waste)	Chairman of the Strategy and Resources Committee <i>Substitute: Vice-Chairman Strategy and Resources Committee</i>	Chairman of the Strategy and Resources Committee <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	M G Bassenger Mrs P A Channer P L Spenceley E J Stephens Mrs J C Stilts S White
Local Area Highways Panel	Highways Liaison Officer Essex County Council	Three Members of the Council	M Edwards A L Hull S J N Morgan S P Nunn 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>	M F L Durham, CC <i>Substitute C Swain</i>
Local Government Flood Forum	Lead Specialist – Community	One Member of the Council <i>Substitute: One Member of the Council</i>	Mrs J L Fleming, CC <i>Substitute C Swain</i>
Maldon District Dementia Alliance (appointed by the Council 18/03/21)	Strategy Theme Lead - Community	One Member of the Council	C Mayes

BODY	LEAD OFFICER	TO BE APPOINTED	COUNCILLOR NOMINATIONS
Maldon and District Youth Strategy Group **	Strategy Theme Lead – Community	One Member of the Council	V J Bell <i>Reserve: A L Hull</i>
Maldon Business Board		One Member of the Council	J V Keyes <i>Substitute: C Mayes</i>
Maldon District Tourism Board **		One Member of the Council	Mrs J C Stilts <i>Reserve: Mrs P A Channer</i>
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	K M H Lagan
Maldon High Street Focus Group <i>(Council 16 July 2020)</i>	Strategy Theme Lead – Place	Two Members of the Council	J V Keyes C Mayes
Maldon Operational Group <i>(Previously Maldon Health Hub)</i>	Director of Strategy, Performance and Governance	Chairman of Strategy and Resources Committee And one Member of the Council	Chairman of Strategy and Resources Committee Mrs P A Channer
North Essex Economic Board (NEEB)		Leader of the Council	Leader of the Council

BODY	LEAD OFFICER	TO BE APPOINTED	COUNCILLOR NOMINATIONS
PATROL (Parking and Traffic Regulations Outside London) Adjudication Joint Committee 2022 / 23		One Member of the Council	A S Fluker
Plume Educational Trust (Four yearly appointment)		Two Members of the Council	R H Siddall (till June 2023) C Swain (till June 2025)
Police and Crime Panel	Director of Service Delivery	One Member of the Council <i>Substitute: One Member of the Council</i>	M S Heard <i>Substitute: 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>	B B Heubner <i>Substitute: M S Heard</i>
River Crouch Coastal Community Team (Management Team)		One Member of the Council	M G Bassenger
Sense of Place Board	Director of Strategy, Performance and Governance	Chairman of the Strategy and Resources Committee <i>Substitute: Vice-Chairman of the Strategy and Resources Committee</i>	Chairman of the Strategy and Resources Committee <i>Substitute: Vice-Chairman of the Strategy and Resources Committee</i>
South Essex Parking Partnership – Joint Committee	Customer, Community and Casework Manager	One Member of the Council <i>Substitute: One Member of the Council</i>	C Mayes <i>Substitute: W Stamp, CC</i>
Superfast Essex Steering Board	Strategy Theme Lead - Place	Chairman of the Strategy and Resources Committee	Chairman of the Strategy and Resources Committee
*Southend Airport Consultative Committee	Strategy Theme Lead–Prosperity	One Member of the Council	A L Hull

APPENDIX 1

BODY	LEAD OFFICER	TO BE APPOINTED	COUNCILLOR NOMINATIONS
Stow Maries Aerodrome Consultative Committee (Appointed 20/12/18)	Director of Resources	Two Members of the Council	Mrs J L Fleming, CC S White
The Thomas Plume Library Charitable Incorporated Organisation			S P Nunn
*West Maldon Community Association Management Committee	Strategy Theme Lead - Community	One Member of Council / Ward Member	N G F Shaughnessy



REPORT of DIRECTOR OF STRATEGY, PERFORMANCE AND GOVERNANCE

to
ANNUAL COUNCIL
12 MAY 2022

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 2023.

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:
- **Covid-19 Reset and Recovery Member Working Group** - This is now generally subsumed into Committee Business As Usual (BAU);
 - **Corporate Plan Task and Finish Member Working Group** - This is removed from the Strategy and Resources Committee list as any future need could be picked up by the Strategies and Engagement Member Task and Finish Working Group.
- 3.3 The following changes have been made to existing Working Groups
- **The Leisure Contract Task and Finish Working Group** – This is renamed Leisure Contract Working Group and made up of Strategy and Resources Committee Members, due to its link to the Committee's Terms of Reference.
 - **The Corporate Projects Member Working Group, Finance Member Working Group and Planning Policy Working Group** have been increased to eight Member appointments at the request of both Group Leaders.
- 3.4 The following Working Group has been added to the list
- **Asset Management Working Group** - To be made up of eight members of Council.

- 3.5 Additional Working Groups that are specific to a Committee will be dealt with at the first meeting of that Committee.
- 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 appointment of 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 theme, with Members understanding and working through detail to bring back to Committee for consideration.

6. IMPLICATIONS

- (i) **Impact on Customers** – None.
- (ii) **Impact on Equalities** – None.
- (iii) **Impact on Risk** – None.
- (iv) **Impact on Resources (financial)** – None.
- (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 at Statutory Annual Council

MEMBER WORKING GROUP	LEAD OFFICER	TO APPOINT	NOMINATED MEMBERS
Air Quality Management (Market Hill) Member Officer Working Group	Strategy, Policy and Communications Manager	Eight Members of the Council	Mrs P A Channer M R Edwards Mrs J L Fleming, CC C Mayes S P Nunn N G F Shaughnessy Mrs J C Stilts 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 M R Edwards S P Nunn N J Skeens
Bradwell 'A' Care and Maintenance Working Group	Strategy, Policy and Communications Manager	Six Members of the Council	M G Bassenger A L Hull Mrs J L Fleming, CC A S Fluker C Mayes N J Skeens

MEMBER WORKING GROUP	LEAD OFFICER	TO APPOINT	NOMINATED MEMBERS
Bradwell 'B' Power Station Working Group	Bradwell B Programme Lead	<p>Leader and Deputy Leader of the Council</p> <p>Chairman and Vice-Chairman of the Strategy and Resources Committee</p> <p>And Seven members of the Council</p>	<p>Leader and Deputy Leader of the Council</p> <p>Chairman and Vice-Chairman of the Strategy and Resources Committee</p> <p>M G Bassenger R G Boyce, MBE Mrs J L Fleming, CC A L Hull K M H Lagan C Mayes N G F Shaughnessy</p>
Climate Action Strategy Working Group	Strategy, Policy and Communications Manager	Six Members of the Council	<p>Mrs P A Channer C Mayes S J N Morgan N J Skeens W Stamp, CC Mrs J C Stilts</p>
Corporate Governance Working Group	Head of Paid Service / Director of Strategy, Performance and Governance	<p>Leader of the Council Leader of the Opposition</p> <p>And six Members of the Council</p>	<p>Leader of the Council Leader of the Opposition</p> <p>R G Boyce, MBE Mrs P A Channer C Mayes E L Stephens Mrs J C Stilts Mrs M E Thompson</p>

MEMBER WORKING GROUP	LEAD OFFICER	TO APPOINT	NOMINATED MEMBERS
Corporate Projects Member Working Group	Director of Resources	Eight Members of the Council	M F L Durham, CC A S Fluker S J N Morgan R H Siddall P L Spenceley W Stamp, CC Mrs J C Stilts C Swain
Finance Member Working Group	Director of Resources	Eight Members of the Council	Mrs P A Channer A S Fluker M Heard R H Siddall P L Spenceley W Stamp, CC C Swain S White
Leisure Contract Working Group	Commercial Manager / Director of Service Delivery	Eight Members of Council	M G Bassenger M F L Durham, CC Mrs J L Fleming, CC S P Nunn N G F Shaughnessy R H Siddall C Swain S White
Member Training and Development Member Working Group	Programmes, Performance and Governance Manger	Leader of the Council Deputy Leader of the Council Opposition Leader All Chairmen of Committees	Leader of the Council Deputy Leader of the Council Opposition Leader All Chairmen of Committees

MEMBER WORKING GROUP	LEAD OFFICER	TO APPOINT	NOMINATED MEMBERS
Planning Policy Working Group	Director of Strategy, Performance and Governance	Eight Members of the Council	Mrs P A Channer M W Helm C Mayes R H Siddall P Spenceley W Stamp, CC Mrs J C Stilts Mrs M E Thompson
Strategic Housing Board	Senior Specialist - Housing	Six Members of the Council	Mrs P A Channer M F L Durham, CC C Mayes S J N Morgan R H Siddall E L Stephens
Strategies and Engagement Member Task and Finish Working Group	Strategy, Policy and Communications Manager	Six Members of the Council	M G Bassenger Mrs P A Channer M F L Durham, CC K M H Lagan C Mayes R H Siddall
Asset Management Working Group (NEW)	Director of Service Delivery	Eight members of Council	M G Bassenger R G Boyce, MBE Mrs P A Channer M F L Durham, CC K M H Lagan R H Siddall Mrs J C Stilts C Swain