



**MINUTES of  
STATUTORY ANNUAL COUNCIL  
16 MAY 2024**

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**PRESENT**

Chairperson  
(presiding) Councillor K M H Lagan

Councillors M G Bassenger, V J Bell, D O Bown, S J Burwood, J Driver,  
M F L Durham, CC, A Fittock, A S Fluker, L J Haywood,  
J C Hughes, K Jennings, A M Lay, W J Laybourn, N R Miller,  
S J N Morgan, C P Morley, M G Neall, R G Pratt,  
N G F Shaughnessy, R H Siddall, U C G Siddall-Norman,  
N D Spenceley, P L Spenceley, W Stamp, CC, E L Stephens,  
J C Stilts, N J Swindle, M E Thompson, S White and  
L L Wiffen

**1. CHAIRPERSON'S NOTICES**

The Chairperson welcomed everyone to the Statutory Annual meeting of the Council and went through some general housekeeping arrangements for the meeting.

**2. ELECTION OF CHAIRPERSON**

The Chairperson called for nominations for Chairperson of the Maldon District Council for the ensuing Municipal Year to May 2025.

It was proposed by Councillor W Stamp and seconded by Councillor R H Siddall that Councillor K M H Lagan be elected as Chairperson of the Maldon District Council for the ensuing Municipal Year.

There being no other nominations it was:

**RESOLVED** that Councillor K M H Lagan be elected as Chairperson of the Maldon District Council for the ensuing Municipal Year to May 2025.

IN THE CHAIR: COUNCILLOR K M H LAGAN

**3. CHAIRPERSON'S STATUTORY DECLARATION OF ACCEPTANCE OF OFFICE**

Councillor K M H Lagan made the Statutory Declaration of Acceptance of the Office of the Chairperson of the Council.

**4. APPOINTMENT OF VICE-CHAIRPERSON**

The Chairperson called for nominations for the position of Vice-Chairperson of the Maldon District Council for the Municipal Year.

It was proposed by Councillor W Stamp and seconded by Councillor S J N Morgan that Councillor R Pratt be elected as Vice-Chairperson of the Council.

There being no other nominations it was:

**RESOLVED** that Councillor R Pratt be elected as Vice-Chairperson of the Maldon District Council for the Municipal Year to May 2025.

**5. VICE-CHAIRPERSON'S STATUTORY DECLARATION OF ACCEPTANCE OF OFFICE**

Councillor R Pratt made the Statutory Declaration of Acceptance of the Office of Vice-Chairman of the Council.

**6. APOLOGIES FOR ABSENCE**

There were none.

**7. MINUTES - 21 MARCH 2024**

**RESOLVED** that the Minutes of the meeting of the Council held on 21 March 2024 be received and adopted.

**8. DISCLOSURE OF INTEREST**

There were none.

**9. PUBLIC QUESTIONS**

There were none.

**10. CHAIRPERSON'S ANNOUNCEMENTS**

The Chairperson advised that under Procedure Rule 4(8)3 the requirement to stand in the chamber would be optional.

Members were informed of some Dementia Awareness information that was available in the Members' Room.

The Chairperson advised how this year marked a significant milestone for Local Government as it celebrated 50 years since the reorganisation of Local Government in 1974. Since its inception the Council had been committed to serving residents and working closely with Town and Parish Councils. The Chairperson paid tribute to the many elected Councillors who had dedicated their time to represent the views of the community over the last 50 years and hoped the Council would continue to enable the community to flourish, for many years to come. Members were advised that arrangements were in hand to mark this 50<sup>th</sup> anniversary by planting 50 trees in the District later in the year.

## **11. MINUTES OF MEETINGS OF THE COUNCIL**

The Council noted the list of Committees that had met before and since the last meeting of the Council, up until Wednesday 8 May 2024 for which Minutes had been published.

## **12. NOTICE OF MOTIONS**

In accordance with Procedure Rule 4, the Chairperson advised the Council that two Motions, duly proposed and seconded, had been received and were set out on the agenda. As they related to specific items of business on the Agenda the Chairman advised each would be dealt with under the specific Agenda Items as follows:

- Motion 03/2024 from Councillor J C Stilts– Agenda Item 20 Appointment of Members to serve on Working Groups of the Council
- Motion 04/2024 from Councillor R C Siddall – Agenda Item 15 Appointment to Membership of Committees of the Council

## **13. QUESTIONS IN ACCORDANCE WITH PROCEDURE RULE 6 (2) OF WHICH NOTICE HAS BEEN GIVEN**

There were none.

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

The Council considered the report of the Director of Strategy and Resources, circulated prior to the meeting. As required by the Local Government and Housing Act 1989, the Director of Strategy and Resources had been notified that the composition of the political Groups on the Council were as follows:

Conservative Group	Leader	Councillor S J N Morgan
	Members	Councillors: D O Bown M F L Durham CC W J Laybourn N R Miller C P Morley R G Pratt M E Thompson L L Wiffen
District Support Group	Leader	Councillor J C Stilts
	Members	Councillors: A S Fluker L J Haywood K M H Lagan M G Neall W Stamp CC
Liberal Democrat Group	Leader	Councillor J Driver
	Members	Councillors: S J Burwood K Jennings N D Spenceley P L Spenceley N J Swindle

The Maldon District Independent Group	Leader	Councillor R H Siddall
	Members	Councillors: M G Bassenger A Fittock J C Hughes N G F Shaughnessy E L Stephens

It was highlighted that the table in the report had listed Councillor S J N Morgan twice under the Conservative Group in error.

In accordance with the Council's Constitution, Councillor S J N Morgan was therefore recognised as Leader-designate. At this point, Councillor Morgan advised that he wished to resign as Leader-designate and not put himself forward for the position as Leader of the Council.

The Chairperson then called for nominations for the position of Leader of the Council. Councillor M G Bassenger nominated Councillor R H Siddall and this was duly seconded by Councillor V J Bell.

There being no other nominations, the Chairperson declared that Councillor R H Siddall was duly elected as Leader of the Council.

The Chairperson then moved to recommendation (ii) as set out in the report and sought nominations for Deputy Leader of the Council. Councillor R H Siddall proposed Councillor M G Bassenger and this was duly seconded by Councillor V J Bell.

There being no other nominations, the Chairperson declared that Councillor M G Bassenger was duly elected as Deputy Leader of the Council.

The Chairperson advised that the Council that it now had three Opposition Groups and sought agreement, as decided by the Council last year, that there would be three Opposition Leaders. This was duly agreed.

## **RESOLVED**

- (i) that the Councillor R H Siddall be ratified as Leader of the Council for the ensuing Municipal Year;
- (ii) that Councillor M G Bassenger be elected as Deputy Leader of the Council for the ensuing Municipal Year.
- (iii) That the Leaders of the Conservative, Liberal Democrat and Maldon District Independent Groups be known collectively as the Opposition Leaders.

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

The Council considered the report of the Director of Strategy and Resources, circulated prior to the meeting, to appoint serving Members to Committees for the Municipal year to May 2025.

At this point the Chairperson advised that Membership of the Appointments Board would be considered following the appointment of Committee Chairpersons and Vice-Chairpersons.

The Chairperson referred to the Motion submitted by Councillor R H Siddall and duly seconded by Councillor P L Spenceley, deferred from an earlier point on the agenda, and asked Councillor Siddall to present his Motion.

Councillor Siddall provided background information to his Motion, highlighting the excellent work of the Overview and Scrutiny Committee and how, if agreed, his Motion would make things logistically easier and enable the Committee to run smoothly with good representation. He then moved:

That the Constitution be amended with immediate effect, to permit members put forward by political groups that sit on the Strategy and Resources Committee (S&R) and the Performance Government and Audit Committee (PG&A) are also able to be put forward to sit on the Overview and Scrutiny Committee (O&S). This is subject to the requirement of maintaining political balance. This dispensation does not extend to the Chairs or Vice Chairs of S&R and PG&A, who will continue to be ineligible to sit on O&S.

In response to the Motion, the Director of Strategy and Resources advised that the Council's previous decision to change to the Overview and Scrutiny Committee (O&S) Terms of Reference had been made to give truer oversight and separation from decisions that may be scrutinised. The 2022 Corporate Governance Audit had also given good assurance on the Council's governance and as part of that noted the O&S arrangement as good practice. It was the view of Officers that changing the Terms of Reference would impact on the independence of the O&S and go against good governance best practice that had been put in place.

During the debate that followed a number of Members spoke both in favour and against the proposed Motion.

In accordance with Procedure Rule No. 13 (3) Councillor A S Fluker requested a recorded vote which was duly seconded. The Chairperson then put the Motion in the name of Councillor Siddall to the Council and the voting was as follows:

For the recommendation:

Councillors M G Bassenger, D O Bown, S J Burwood, J Driver, A Fittock, J C Hughes, K Jennings, M R Miller, S J N Morgan, C P Morley, R G Pratt, N G F Shaughnessy, R H Siddall, N D Spenceley, P L Spenceley, E L Stephens, N J Swindle and L L Wiffen.

Against the recommendation:

Councillors V J Bell, A S Fluker, L J Haywood, A M Lay, M G Neall, W Stamp, J C Stilts and S White.

Abstentions:

Councillors M F L Durham, K M H Lagan, W J Laybourn, U G C Siddall-Norman and M E Thompson.

The Chairman declared that the Motion was therefore agreed.

The Chairperson moved to the report and highlighted there were a number of Committees to which the Council would need to nominate and appoint a non-aligned Councillor. The Leader of the Council presented the report and proposed the following non-aligned Member nominations which were duly seconded:

Performance, Governance and Audit Committee	Councillor U G C Siddall-Norman
Strategy and Resources Committee	Councillor A M Lay

For the second non-aligned Councillor on the Strategy and Resources Committee, Councillor Siddall proposed Councillor S White, however following this proposal Councillor S White declined the nomination. He then proposed Councillor U G C Siddall-Norman who declined the nomination. Councillor Siddall then proposed Councillor V J Bell who also declined the nomination. As there were no other non-aligned Members that could be nominated the Lead Legal Specialist and Monitoring Officer advised that although the political balance provisions could not be complied with the Council was only obliged to meet this threshold and therefore in this instance the vacant seat could be filled by another other Member from another political Group. Councillor Siddall proposed that Councillor M G Bassenger be nominated to the Strategy and Resources Committee. This proposal was duly seconded. Councillor J Stilts proposed that Councillor L G H Lagan be nominated, and this proposal was duly seconded. Upon a vote being taken the Chairperson declared that Councillor Lagan was appointed to the Strategy and Resources Committee.

The Leader of the Council then continued with nominations of non-aligned Councillors as follows:

Licensing Committee	Councillor A M Lay
Overview and Scrutiny Committee	Councillor V J Bell
Joint Standards Committee	Councillors A M Lay and E L Stephens
Investigating and Disciplinary Committee	Councillor A M Lay
Investigating and Disciplinary Panel	Councillor V J Bell

When nominating Councillor Stephens, a member of the Maldon District Independent Group to the Joint Standards Committee the Leader advised that this was to ensure the remaining vacant position was filled.

The Chairperson put the nominations from the Leader to the Council and these were duly agreed.

The Chairperson moved recommendation (i) that the Member nominations as set out in Appendix A be approved, and this was duly agreed. He then moved recommendations (ii) and (iii) as set out in the report, noting that in respect of recommendation (ii) this referred to the nominations just made by the Leader of the Council. These were duly agreed.

At this point Councillor J Driver, Leader of the Liberal Democrat Group, advised that in respect of the Strategy and Resources Committee membership, he wished to swap Councillor P L Spenceley with Councillor N D Spenceley. The Chairperson referred to the Lead Legal Specialist and Monitoring Officer who advised that although a vote had been passed, should a member say they no longer wished to sit on a Committee then there would be a vacant seat. Political balance applied and therefore, in this case, the Leader of the Liberal Democrat Group would have to put forward a nomination which the Council would be obliged to accept.

Councillor P L Spenceley then declared that she no longer wished to sit on the Strategy and Resources Committee. The Chairperson declared that Councillor N D Spenceley was therefore nominated to the Strategy and Resources Committee.

Councillor A S Fluker queried the governance in relation to the change in Committee Membership decision, referring to the six-month rule. In response the Lead Legal Specialist and Monitoring Officer advised that the six-month rule did not apply because the Council had to fill the vacancy as soon as possible.

The Chairperson moved the proposed change to the Membership of the Strategy and Resources Committee, and this was duly agreed.

## RESOLVED

- (i) That the Constitution be amended with immediate effect, to permit members of the Strategy and Resources Committee (S&R) and the Performance Government and Audit Committee (PG&A) to sit on the Overview and Scrutiny Committee (O&S). This is subject to the requirement of maintaining political balance. This dispensation does not extend to the Chairpersons or Vice-Chairpersons of S&R and PG&A, who will continue to be ineligible to sit on O&S;
- (ii) That subject to the amendment to the Strategy and Resources Committee as detailed above, the Membership of the Committees of the Council as set out below, be agreed:

Committee	Members
Performance, Governance and Audit	Councillors M G Bassenger S J Burwood J C Hughes N R Miller R G Pratt U G C Siddall-Norman N D Spenceley W Stamp, CC J C Stilts M E Thompson
Strategy and Resources	Councillors D O Bown J Driver M FL Durham, CC A Fittock A S Fluker K M H Lagan A M Lay R H Siddall N D Spenceley W Stamp, CC M E Thompson
Licensing	Councillors M G Bassenger S J Burwood M F L Durham, CC L J Haywood A M Lay S J N Morgan N D Spenceley E L Stephens J C Stilts M E Thompson
Overview and Scrutiny  Overview and Scrutiny (meeting as the Crime and Disorder Committee)	Councillors V J Bell L J Haywood C P Morley S J N Morgan M G Neall N G F Shaughnessy P L Spenceley E L Stephens N J Swindle M E Thompson

Committee	Members
Joint Standards	<p>Councillors M J Bassenger S J Burwood A M Lay N R Miller S J N Morgan M G Neall E L Stephens M E Thompson</p> <p><u>Parish Councillors (non-voting):</u> Parish Councillor P A Davey Town Councillor S C Stratton</p> <p><u>Independent Person:</u> Mr J Mitchel (<i>Reserve: Ms K Payne</i>)</p>
Investigating and Disciplinary	<p>Councillors A M Lay P L Spenceley E L Stephens J C Stilts M E Thompson</p>
Investigating and Disciplinary Panel	<p>Councillors M G Bassenger V J Bell D O Bown S J Burwood J Driver S J N Morgan C P Morley M G Neall R H Siddall W Stamp, CC</p> <p><u>Independent Person:</u> Mr J Mitchel (<i>Reserve: Ms K Payne</i>)</p>
District Planning	All Members of the Council
Central Area Planning	<p>Councillors S R Burwood J Driver K Jennings K M H Lagan A M Lay N R Miller N G F Shaughnessy N D Spenceley P L Spenceley J C Stilts N J Swindle</p>
North Western Area Planning	<p>Councillors M F L Durham, CC J C Hughes S J N Morgan C P Morley R H Siddall E L Stephens M E Thompson S White L L Wiffen</p>



<b>Committee</b>	<b>Members</b>
South Eastern Area Planning	Councillors M G Bassenger V J Bell D O Bown A Fittock A S Fluker L J Haywood W J Laybourn M G Neall R G Pratt U G C Siddall-Norman W Stamp, CC

- (iii) that Members' note the Chairperson's job description attached at Appendix B to the report.

## **16. ADJOURNMENT OF MEETING**

**RESOLVED** that the meeting be adjourned at 8:15pm to allow special meetings of Committees to be held as follows:

Performance, Governance and Audit Committee, Strategy and Resources Committee, Licensing Committee, Overview and Scrutiny Committee (including Overview and Scrutiny Committee acting as the Crime and Disorder Committee), Investigating and Disciplinary Committee, District Planning Committee, Central Area Planning Committee, North Western Area Planning Committee and South Eastern Area Planning Committee.

## **17. RESUMPTION OF BUSINESS**

**RESOLVED** that the business of the Statutory Annual meeting of the Council be resumed at 8:36pm.

## **18. APPOINTMENT TO MEMBERSHIP OF COMMITTEES OF THE COUNCIL - CONTINUED**

Referring back to Agenda Item 15 - Appointment of Membership of Committees of the Council the Chairperson advised that the Council needed to confirm the membership of the Appointments Board (the Board), now that Committee Chairpersons had been appointed.

The Director of Strategy and Resources advised of the proposed Membership of the Board as set out in Appendix 1 to Agenda Item 15.

The Leader of the Council referred to the need for a non-aligned person to be appointed to the Appointments Board and nominated Councillor V J Bell. This was duly seconded.

In response to a query the Lead Legal Specialist and Monitoring Officer provided some clarity regarding the named substitutes for the Leader of the Council and Committee Chairpersons explaining that these were predetermined substitutes as set out in the Constitution.

Following a further query regarding the Council's earlier appointment of three Opposition Leaders and whether the Membership of this Board should be amended to reflect this, the Director of Strategy and Resources advised that because the Council had agreed there would be three Opposition Leaders the Board membership should be amended accordingly. The Director advised that following this amendment, taking into consideration those named positions already highlighted as proposed members of the Board and according to political balance requirements, the Maldon District Support Group would need to confirm whether Councillor W Stamp (as Chairperson of the Performance, Governance and Audit Committee) or Councillor J C Stilts (as an Opposition Leader) would take the seat allocated to their Group. Under political balance only one seat was available to the Maldon District Support Group.

Councillor Stilts advised that she would give way to Councillor Stamp and not sit on the Appointments Board.

The Leader of the Council then clarified the proposed nominations from each of the Political Groups.

Councillor A S Fluker commented that the membership of the Board needed to be amended to state Opposition Leaders and he proposed that this change be made. In response the Chairperson clarified that as advised by the Director of Strategy and Resources this had been agreed by the Council earlier.

In response to a question regarding substitutes for Committee Chairpersons and maintaining political balance, the Lead Legal Specialist and Monitoring explained that normal substitution arrangements did not apply as the Constitution already set out who would substitute. In respect of the political balance requirements, Legislation required the Council to apply these to the best of its ability, if however, this was not possible Legislation said that this would not annul any decision made.

The Chairperson then put to the Council that the membership of the Appointments Board be confirmed, and this was duly agreed.

**RESOLVED** that the membership of the Appointments Board for the ensuing Municipal Year be as follows:

Leader of the Council (Councillor R H Siddall)\*  
Leaders of the Opposition (Councillors J Driver and S J N Morgan)\*  
\* or their deputies  
Chairperson or Vice-Chairperson of the Strategy & Resources and  
Performance, Governance & Audit Committees  
Councillor V J Bell

## **19. APPOINTMENT OF REPRESENTATIVES TO LOCAL GOVERNMENT AND OUTSIDE BODIES**

The Council considered the report of the Director of Strategy and Resources, circulated prior to the meeting, seeking Members' consideration of the appointment of representatives to serve on Local Government and Outside Bodies for the ensuing municipal year to May 2025.

The Chairperson moved recommendation (i) as set out in the report and this was duly agreed.

Councillor A S Fluker advised of an amendment to Appendix 1 of the report, that under the Maldon Harbour Improvement Commissioners reference should be to Blackwater Estuary Siltation Steering Group, not Blackwater Estuary . This was noted.

The Chairperson advised that recommendation (ii) did not apply and moved recommendation (iii) and this was duly.

## **RESOLVED**

- (i) that subject to the amendment raised, the appointment of representatives on Local Government and outside bodies as detailed in **APPENDIX 1** to these Minutes, be approved;
- (ii) 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 3.4 of the report.

## **20. APPOINTMENT OF MEMBERS TO SERVE ON WORKING GROUPS OF THE COUNCIL**

The Council considered the report of the Director of Strategy and Resources, circulated prior to the meeting, seeking Members' agreement to appoint Members to serve on Working Groups of the Council for the municipal year, as set out in Appendix 1 to the report. The report highlighted that two Working Groups had been added to the list and three deleted.

The Chairperson referred to the Motion submitted by Councillor J C Stilts and duly seconded by Councillor P L Spenceley, deferred from an earlier point on the agenda, and asked Councillor Stilts to present her Motion.

Councillor Stilts moved the following:

That Council resolves to agree that the Finance Member Group is constituted of ten Members of the Council and that it will be politically balanced. That substitution can be made from any member of their group.

The working group will consist of

- Leader of the council or Deputy
- Leaders of political groups or Deputies
- Chair of Strategy and Resources Committee
- Vice Chair of Strategy and Resources Committee
- Chair of Performance, Governance and Audit Committee
- Vice Chair of Performance, Governance and Audit Committee
- Up to 4 members of the council (dependent on the number of group leaders) to ensure political balance.

This was duly agreed by assent.

The Chairperson then moved each of the recommendation as set out in report in turn and these were duly agreed.

## **RESOLVED**

- (i) That Finance Member Group is constituted of ten Members of the Council (se set out below), politically balanced and that substitution can be made from any Member of their group.

- The Leader of the Council or their Deputy
  - Leaders of the Political Groups or the Deputies
  - Chairperson of Strategy and Resources Committee
  - Vice-Chairperson of Strategy and Resources Committee
  - Chairperson of Performance, Governance and Audit Committee
  - Vice-Chairperson of Performance, Governance and Audit Committee
  - Up to four members of the Council (dependent on the number of Political Group leaders) to ensure political balance.
- (ii) That Members approve the nominations for the Working Groups provided by the respective Political Groups as set out in **APPENDIX 2** to these Minutes;
- (iii) That the Working Group Protocol Document as set out in Appendix 2 to the report be adopted as a guidance document for the Council.

## 21. **ANNUAL REPORT OF THE OVERVIEW AND SCRUTINY COMMITTEE**

The Council considered the report of the Director of Strategy and Resources presenting an annual update on the activities of the Overview and Scrutiny Committee.

The annual report for 2023 / 24 had been agreed by the Overview and Scrutiny Committee at its last meeting and was set out in Appendix 1 to the report. It was noted that the annual reporting arrangements ensured a degree of accountability to the Council.

The Chairman invited Councillor S J N Morgan, as Chairperson of the Committee to present the report to the Council. Councillor Morgan proposed that the recommendation as set out in the report be approved. This was duly seconded and agreed.

In response to a question regarding the Corporate Project – Land acquisition at Heybridge, Councillor Morgan advised that the lessons learnt document should be available at the next meeting of the Committee to which Members could attend.

**RESOLVED** that the annual report of the Overview and Scrutiny Committee for 2023 / 24 be accepted.

## 22. **PROCUREMENT STRATEGY**

The Chairperson referred to the agenda and a recommendation coming forward from the Strategy and Resources Committee (1 February 2024) seeking adoption of the Procurement Strategy (the Strategy) attached as Appendix 1 to the agenda. He moved recommendation (i) as set out in the report and this was duly agreed.

In response to a question regarding reference in the Strategy to being climate neutral by 2030, the Director of Strategy and Resources explained that this referenced the existing Climate Action Strategy and Officers would be bringing a report to the Council in July 2024 regarding the challenges of delivering this. It was noted that all Strategies were subject to changes and if updated any document (such as this Strategy) would be updated accordingly.

A member raised a comment regarding the difficulty for local businesses to get onto the Council's procurement list and requested that Officers to review this. In response, the

Director of Strategy and Resources advised that the Council recognised working with local businesses and he would respond to the Member outside of the meeting.

The Chairperson then moved recommendation (ii) as set out on the agenda. This was duly seconded and agreed.

**RESOLVED**

- (i) That the Maldon District Council Procurement Strategy attached at Appendix 1 to the Council agenda be adopted;
- (ii) That delegated authority be granted to the Director of Strategy and Resources in consultation with the Chairperson of the Strategy and Resources Committee, to approve amendments to the Procurement Strategy where required.

**23. 2024 / 25 SCHEDULE OF MEETINGS**

The Chairperson moved the proposed change to the Performance, Governance and Audit Committee due to take place on 6 June 2024, as set out on the Council agenda. This proposal was duly seconded and agreed.

**RESOLVED** that the Performance, Governance and Audit Committee meeting scheduled for 6 June 2024 be moved to Thursday 20 June 2024.

There being no other items of business the Chairperson closed the meeting at 9.00 pm.

K M H LAGAN  
CHAIRPERSON

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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 and Resources
Local Government Association	<b>Leader of the Council</b>	Director of Strategy and Resources

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

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

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

BODY	LEAD OFFICER	TO BE APPOINTED	2024/ 25 NOMINATION
A12 Widening Member Group (ECC) (NEW)	Assistant Director- Planning and Implementation	One Ward Councillor from Wickham Bishops and Great Totham	S J N Morgan R H Siddall
Action for Family Carers Liaison Board	Thematic Lead, Community	One Member of Council	N J Swindle
Blackwater Estuary Siltation Steering Group – Annual meeting	Head of Assets, Coast and Countryside	One Member of the Council- same Member as Maldon Harbour Improvement Commissioners Representative	A S Fluker
Bradwell Local Community Liaison Council	Strategy, Policy and Communications Manager	Four Members of the Council	D Bown J Driver A Fittock M G Neall

BODY	LEAD OFFICER	TO BE APPOINTED	2024/ 25 NOMINATION
Brickhouse Farm Management Committee	Head of Assets, Countryside and Coast	Two Members of the Council	K M H Lagan J C Stilts
Civilian and Military Partnership Board	Thematic Lead, Community	One Member of the Council	S J N Morgan
<del>River Crouch Coastal Community Team (Management Team)</del> Crouch Valley Coastal Community (name change 18.03.24)	Specialist: Communications, Marketing and Engagement	One Member of the Council	D O Bown
Drapers Farm Sports Club Committee	Head of Asset, Coast and Countryside	One Member of the Council	S J Burwood <i>Reserve: N D Spenceley</i>
Essex Coastal Forum	Head of Asset, Coast and Countryside	One Member of the Council <i>Substitute: One Member of the Council</i>	A Fittock <i>Substitute: K M H Lagan</i>
Essex Countywide Traveller Unit Joint Committee	Lead Specialist, Community	One Member of the Council	J C Hughes
Essex Future of Leisure Board (NEW)	Commercial Manager / Community Health and Wellbeing Officer	One Member of the Council	L Haywood
Essex County Council (ECC) twice yearly Climate Summits		Leader of the Council	Leader of the Council
Essex Flood Partnership Board	Head of Environmental Health, Waste and Climate Action	One Member of the Council <i>Substitute: One Member of the Council</i>	P L Spenceley <i>Substitute: A Fittock</i>
Essex Housing Policy Portfolio	Head of Housing Operations	One Member of the Council	Chairperson of the Strategy and Resources Committee



BODY	LEAD OFFICER	TO BE APPOINTED	2024/ 25 NOMINATION
Essex Planning Portfolio Holders Group	Assistant Director: Planning and Implementation	Chairperson of the Strategy and Resources Committee <i>Substitute: Vice-Chairperson of the Strategy and Resources Committee</i>	Chairperson of the Strategy and Resources Committee <i>Substitute: Vice-Chairperson Strategy and Resources Committee</i>
Essex Police Fire and Crime Panel <i>(The Substitute must be from the same Political Group)</i>	Director of Service Delivery	One Member of the Council <i>Substitute: One Member of the Council</i>	S J Burwood <i>Substitute: W Stamp, CC</i>
Essex Waste Member Partnership Board	Waste Commissioning and Contracts Manager	Chairperson of the Strategy and Resources Committee <i>Substitute: Vice-Chairperson Strategy and Resources Committee</i>	Chairperson of the Strategy and Resources Committee <i>Substitute: Vice-Chairperson Strategy and Resources Committee</i>
Livewell Partnership Group	Strategy Theme Lead – Community	Six Members of the Council	S J Burwood L J Haywood A M Lay N G F Shaughnessy E L Stephens S White
Local Government Association Coastal Issues Special Interest Group	Head of Asset, Coast and Countryside	One Member of the Council <i>Substitute: One Member of the Council</i>	A M Lay <i>Substitute: R G Pratt</i>
Local Government Flood Forum	Head of Environmental Health, Waste & Climate Action	One Member of the Council <i>Substitute: One Member of the Council</i>	P L Spenceley <i>Substitute: A Fittock</i>
Maldon District Dementia Alliance (appointed by the Council 18/03/21)	Strategy Theme Lead - Community	One Member of the Council	N J Swindle

BODY	LEAD OFFICER	TO BE APPOINTED	2024/ 25 NOMINATION
Maldon District Tourism Board	Specialist: Communications, Marketing and Engagement	One Member of the Council	J C Stilts <i>Reserve: K Jennings</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>	Head of Assets, Coast and Countryside	One member of Council - same as Blackwater Estuary Siltation Steering Group representative	A S Fluker (until June 2026)
Maldon High Street Focus Group (Council 16 July 2020)	Lead Specialist Prosperity	Two Members of the Council	K Jennings N R Miller
Mid Essex Alliance (NEW)	Director of Strategy and Resources	Leader of the Council	Leader of the Council
North Essex Economic Board (NEEB)	Lead Specialist Prosperity	Leader of the Council	Leader of the Council
PATROL (Parking and Traffic Regulations Outside London) Adjudication Joint Committee 2022-23		One Member of the Council	E L Stephens
Plume Educational Trust (Four yearly appointment)		Two Members of the Council	C Swain (from 15 June 2021 until 14 June 2025) K Jennings (from 15 June 2023 until 14 June 2027)
Responsible Authorities Group (RAG) (Community Safety)	Director of Service Delivery / Director of Strategy and Resources / Community Safety Partnership Manager	One Member of the Council <i>Substitute: One Member of the Council</i>	A Fittock <i>Substitute: N D Spenceley</i>
Safer Essex Group	Director of Service Delivery	One Member of the Council	J C Stilts

BODY	LEAD OFFICER	TO BE APPOINTED	2024/ 25 NOMINATION
South Essex Parking Partnership – Joint Committee	Assistant Director Service Delivery	One Member of the Council  <i>Substitute: One Member of the Council</i>	S J N Morgan  <i>Substitute: R G Pratt</i>
Southend Airport Consultative Committee	Strategy Theme Lead– Prosperity	One Member of the Council	D O Bown
Stow Maries Aerodrome Consultative Committee (Appointed 20/12/18)	Director of Resources	Two Members of the Council	A Fittock N D Spenceley
Superfast Essex Steering Board		Chairperson of the Strategy and Resources Committee	Chairperson of the Strategy and Resources Committee
The Thomas Plume Library Charitable Incorporated Organisation		One Member of Council	N D Spenceley
West Maldon Community Association Management Committee	Strategy Theme Lead Community	One Member of the Council	N G F Shaughnessy (agreed at Council 13.07.23)

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

<b>Member Working Group</b>	<b>Lead Officer</b>	<b>To appoint</b>	<b>2024 / 25 Representatives</b>
Air Quality Management (Market Hill) Member Officer Working Group	Head of Environmental Health, Waste and Climate Action	Eight Members of the Council	J Driver K M H Lagan A M Lay N R Miller N G F Shaughnessy P L Spenceley J C Stilts N J Swindle
Finance Member Group	Chief Finance Officer	<p>Eight Members of the Council consisting of:</p> <ul style="list-style-type: none"> <li>• Political Group Leaders</li> <li>• Chairperson of the Strategy and Resources Committee (S&amp;R)</li> <li>• Vice-Chairperson of the S&amp;R</li> <li>• Chairperson of the Performance, Governance and Audit Committee (PGA)</li> <li>• Vice-Chair of the PGA</li> </ul> <p>NB: The above membership was changed following agreement of the Motion proposed by Councilor J C Stilts.</p>	<p>Ten Members of the Council consisting of:</p> <p>Political Group Leaders Chairperson of the S&amp;R Vice-Chairperson of S&amp;R Chairperson of PGA Vice-Chairperson of PGA</p> <p>A Fittock A M Lay M E Thompson</p>

Member Working Group	Lead Officer	To appoint	2024 / 25 Representatives
Leisure Contract Task and Finish Working Group	Commercial Manager / Director of Service Delivery	Eight Members of the Council	M F L Durham, CC A Fittock L J Haywood A M Lay S J N Morgan M G Neall P L Spenceley E L Stephens
Levelling Up Delivery Board (NEW)	Director of Strategy and Resources	Leader of the Council Deputy Leader of the Council Group Leaders Deputy Group Leaders	Leader of the Council Deputy Leader of the Council Group Leaders Deputy Group Leaders
Member Training and Development Member Working Group	Assistant Director - Programmes, Performance and Governance	Eight members of the Council	S J Burwood L J Haywood S J N Morgan R H Siddall N D Spenceley E L Stephens J C Stilts M E Thompson
Planning Policy Working Group	Assistant Director of Planning and Implementation	Eight Members of the Council	J Driver A Fittock A S Fluker K M H Lagan S J N Morgan R H Siddall P L Spenceley M E Thompson

Member Working Group	Lead Officer	To appoint	2024 / 25 Representatives
Strategic Asset Group (NEW)	Director of Strategy and Resources	Twelve members of the Council	M G Bassenger J Driver M F L Durham, CC A Fittock A S Fluker K M H Lagan A M Lay S J N Morgan R H Siddall P L Spenceley W Stamp, CC M E Thomson
Strategic Housing Board - Housing and Homelessness Reference Group	Head of Housing Operations	Six Members of the Council	L J Haywood K Jennings S J N Morgan N G F Shaughnessy P L Spenceley E L Stephens

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