



**REPORT of
HEAD OF PAID SERVICE**

**to
STATUTUORY ANNUAL COUNCIL
16 MAY 2019**

APPOINTMENT OF MEMBERSHIP OF COMMITTEES OF THE COUNCIL

**1. LOCAL GOVERNMENT AND HOUSING ACT 1989 - POLITICAL
BALANCE ON COMMITTEES**

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

Conservative	17 Members
Independent	14 Members

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

	Conservative	Independent
Finance and Corporate Services Committee	5	4
Community Services Committee	6	4
Planning and Licensing Committee	6	4
Overview and Scrutiny Committee	5	3
Audit Committee	5	3
Investigating and Disciplinary Committee	3	2

	Conservative	Independent	Parish Councillors
Joint Standards Committee	4	1	2 <i>(to be elected following receipt of nominations from the Essex Association of Local Councils)</i>

- 1.6 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.

	Conservative	Independent	Independent Persons
Investigating and Disciplinary Panel	4	1	As detailed above

- 1.7 The Council is also required to appoint Members to serve on the Appointments Committee. The Council and Committee Procedure Rule 17(8) provides for the constitution of this Committee.

	Conservative	Independent
Appointments Committee	4 (including the Chairman and Leader of the Council)	2 (including the Leader of the Opposition)

2. RECOMMENDATIONS

- (i) that the Council notes the nominations of the Leader of the Conservative Group and the Leader of the Independent Group to the places allocated to their respective Groups;
- (ii) accordingly, the Council is asked to agree the membership of the Committees of the Council as follows overleaf:

<p>Finance and Corporate Services Committee</p>	<p>Councillors: M G Bassenger Mrs P A Channer, CC J L Fleming A S Fluker B E Harker M W Helm K M H Lagan C Morris W Stamp</p> <p><i>Plus ex-officio non-voting Members:</i> <i>Leader of the Council</i> <i>Deputy Leader of the Council</i> <i>Councillor M S Heard, Leader of the Opposition</i></p>
<p>Community Services Committee</p>	<p>Councillors: E L Bamford M F L Durham, CC A L Hull J V Keyes Mrs N G F Shaughnessy R H Siddall N Skeens J C Stilts C Swain Miss S White</p> <p><i>Plus ex-officio non-voting Members:</i> <i>Leader of the Council</i> <i>Deputy Leader of the Council</i> <i>Councillor M S Heard, Leader of the Opposition</i></p>
<p>Planning and Licensing Committee</p>	<p>Councillors: B S Beale MBE R G Boyce, MBE Mrs P A Channer, CC M F L Durham, CC M R Edwards J L Fleming A S Fluker C Mayes W Stamp Mrs M E Thompson</p> <p><i>Plus ex-officio non-voting Members:</i> <i>Leader of the Council</i> <i>Deputy Leader of the Council</i> <i>Councillor M S Heard, Leader of the Opposition</i></p>

<p>Overview and Scrutiny Committee</p> <p><i>(including the Overview and Scrutiny Committee (meeting as the Crime and Disorder Committee))</i></p>	<p>Councillors: E L Bamford V J Bell R P F Dewick M S Heard M W Helm C P Morley S P Nunn R H Siddall</p>
<p>Audit Committee</p>	<p>Councillors: E L Bamford Mrs P A Channer, CC A S Fluker B E Harker J V Keyes C Morris S P Nunn N Skeens</p>
<p>Joint Standards Committee</p>	<p>Councillors: R G Boyce MBE M W Helm R H Siddall C Swain Mrs M E Thompson</p> <p>Parish Councillors: <i>Two Parish Councillors to be elected following receipt of nominations from the Essex Association of Local Councils</i></p>
<p>Investigating and Disciplinary Committee</p>	<p>Councillors: R G Boyce MBE M R Edwards M W Helm C Mayes Mrs M E Thompson</p>
<p>Investigating and Disciplinary Panel</p> <p><i>Membership is a minimum of five, three of whom must not have participated in the initial investigation of a case by the Investigating and Disciplinary Committee.</i></p>	<p>Councillors: E L Bamford R G Boyce MBE Mrs P A Channer CC A S Fluker J C Stilts</p> <p>Plus Independent Persons appointed by the Council to assist the Joint Standards Committee</p>

<p>Appointments Committee</p> <p><i>Procedure Rule 16 (6) provides for the Committee to consist of five Members drawn from those listed, politically balanced where possible.</i></p>	<p>Leader of the Council Chairman of the Council Leader of the Opposition - Councillor M S Heard</p> <p>Chairman or Vice-Chairman of the relevant service Committee where a Director appointment is to be made.</p> <p>Councillors V J Bell M W Helm</p>
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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:

<p>Central Area Planning Committee</p>	<p>Councillors: Miss A M Beale M R Edwards B E Harker M S Heard M K H Lagan C Mayes C Morris S P Nunn Mrs N G F Shaughnessy J C Stilts C Swain</p> <p><i><u>Plus ex-officio non-voting Member:</u></i> <i>Chairman of Planning and Licensing Committee</i></p>
<p>North Western Area Planning Committee</p>	<p>Councillors: E L Bamford M F L Durham, CC J L Fleming K V Jarvis J V Keyes C P Morley R H Siddall Mrs M E Thompson Miss S White</p> <p><i><u>Plus ex-officio non-voting Member:</u></i> <i>Chairman of Planning and Licensing Committee</i></p>

South Eastern Area Planning Committee	Councillors: M G Bassenger B S Beale MBE V J Bell R G Boyce MBE Mrs P A Channer, CC R P F Dewick A S Fluker M W Helm A L Hull N Skeens W Stamp <i>Plus ex-officio non-voting Member: Chairman of Planning and Licensing Committee</i>
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3. NOMINATIONS OF THE LEADER OF THE CONSERVATIVE GROUP AND LEADER OF THE INDEPENDENT GROUP

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

Finance and Corporate Services Committee	Councillors Mrs P A Channer CC, J L Fleming, A S Fluker, B E Harker and M W Helm
Community Services Committee	Councillors E L Bamford, M F L Durham CC, A L Hull, J V Keyes, R H Siddall and Miss S White
Planning and Licensing Committee	Councillors R G Boyce MBE, Mrs P A Channer CC, M F L Durham CC, J L Fleming, A S Fluker and Mrs M E Thompson
Overview and Scrutiny Committee	Councillors E L Bamford, R P F Dewick, M W Helm, C P Morley and R H Siddall
Audit Committee	Councillors E L Bamford, Mrs P A Channer CC, A S Fluker, B E Harker and J V Keyes
Joint Standards Committee	Councillors R G Boyce MBE, M W Helm, R H Siddall and Mrs M E Thompson
Investigating and Disciplinary Committee	Councillors R G Boyce MBE, M W Helm, and Mrs M E Thompson
Investigating and Disciplinary Panel	Councillors E L Bamford, R G Boyce MBE, Mrs P A Channer CC and A S Fluker

Appointments Committee	<p>Leader of the Council Chairman of the Council</p> <p>Chairman or Vice-Chairman of the relevant service Committee where a Director appointment is to be made.</p> <p>Councillor M W Helm</p>
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3.2 The nominations of the Leader of the Independent Group to the allocated places are as follows:

Finance and Corporate Services Committee	Councillors M G Bassenger, K M H Lagan, C Morris and W Stamp,
Community Services Committee	Councillors Mrs N G F Shaughnessy, N Skeens, J C Stilts and C Swain
Planning and Licensing Committee	Councillors B S Beale MBE, M R Edwards, C Mayes and W Stamp
Overview and Scrutiny Committee	Councillors V J Bell, M S Heard and S P Nunn
Audit Committee	Councillors C Morris, S P Nunn and N Skeens,
Joint Standards Committee	Councillor C Swain
Investigating and Disciplinary Committee	Councillor M R Edwards and C Mayes
Investigating and Disciplinary Panel	Councillor J C Stilts
Appointments Committee	Councillor M S Heard, Leader of the Opposition and Councillor V J Bell