



**MINUTES of
COUNCIL
21 NOVEMBER 2019**

PRESENT

Chairman	Councillor R G Boyce MBE
Vice-Chairman	Councillor Mrs P A Channer, CC
Councillors	E L Bamford, Miss A M Beale, B S Beale MBE, M G Bassenger, V J Bell, R P F Dewick, M F L Durham, CC, M R Edwards, Mrs J L Fleming, A S Fluker, B E Harker, M S Heard, M W Helm, A L Hull, K M H Lagan, C Mayes, C P Morley, C Morris, S P Nunn, N G F Shaughnessy, R H Siddall, W Stamp, Mrs J C Stilts, C Swain, Mrs M E Thompson and Miss S White

548. CHAIRMAN'S NOTICES

The Chairman drew attention to the list of notices published on the back of the agenda.

549. APOLOGIES FOR ABSENCE

Apologies for absence had been received from Councillors K M Jarvis, J V Keyes and N Skeens.

550. DECLARATION OF INTEREST

Councillor M F L Durham declared a non-pecuniary interest as a member of Essex County Council and any item of business pertaining to that organisation.

Councillor Mrs P A Channer declared a non-pecuniary interest as a member of Essex County Council and any matter on the agenda relating or referring to that organisation. In addition and in respect of Agenda Item 13 – Superfast Essex Update Councillor Mrs Channer advised that this related to a resolution of the Council in May 2016 and that as she had removed herself from the chamber at that meeting and did not take part in any discussion she felt it prudent to do the same and therefore remove herself from the chamber for this matter. She highlighted that although monies went to Essex County Council, the County Council coordinated the scheme which was based under the delivery of Superfast Essex, under the BDUK (Building Digital UK) programme.

551. MINUTES - 3 OCTOBER 2019

RESOLVED

- (i) that the Minutes of the extraordinary meeting of the Council held on 3 October 2019 be received.

Minute 448 – Appointment of Membership of Committees of the Council

Councillor C Morris raised a point of accuracy in respect of this Minute, as he felt it did not portray what happened at the meeting. He made specific reference to the Chairman having asked for the Police to be called. There was some discussion regarding this matter.

The Chairman reminded Councillor Morris that the Minutes were not a verbatim record of what had taken place.

In accordance with Procedure Rule No. 13 (3) Councillor C Morris requested a recorded vote. The Chairman then put to the vote that the Minutes of the last meeting be agreed, and the voting was as follows:

For the recommendation:

Councillors E L Bamford, R G Boyce, Mrs P A Channer, R P F Dewick, M F L Durham, J L Fleming, A S Fluker, B E Harker, A J Hull, C P Morley, R H Siddall, Mrs M E Thompson and Miss S White.

Against the recommendation:

Councillors M G Bassenger, B S Beale, V J Bell, M R Edwards, M S Heard, K M H Lagan, C Mayes and C Morris.

Abstention:

Councillors Miss A M Beale, M W Helm, S P Nunn, N G F Shaughnessy, W Stamp, J Stilts and C Swain.

RESOLVED

- (ii) That the Minutes of the extraordinary meeting of the Council held on 3 October 2019 be adopted.

552. PUBLIC QUESTIONS

There were none.

553. CHAIRMAN'S ANNOUNCEMENTS

The Chairman advised that he had attended a number of events (detailed below) and thanked the Vice-Chairman for attending some events on his behalf. He made particular reference to:

- Maldon Conservation and Design Awards which were well received by the building industry and public.
- Remembrance services at the Quay in Maldon and War Memorial in Burnham-on-Crouch.
- unveiling of the unmarked grave plaque at Maldon Cemetery to recognise those people in unmarked graves that died in the old workhouse and fever hospital.

03.10.19	Moat Homes Tour
06.10.19	Parish Nursing Affirmation Service at St Nicholas Church, Tolleshunt Major
13.10.19	High Sheriff's Justice Service for the County of Essex
14.10.19	Braintree District Council, Concert for Harvest <i>Vice Chairman</i>
15.10.19	Chelmsford County Council, Civic Lunch, Hylands House
16.10.19	Action for Family Carers Annual General Meeting (AGM) <i>Vice Chairman</i>
16.10.19	Action for Family Carers AGM
19.10.19	Mayor of Basildon Charity Dinner
19.10.19	Mayor of Castlepoint's Charities Quiz Night <i>Vice Chairman</i>
27.10.19	Harlow Civic Service <i>Vice Chairman</i>
15.10.19	Mayor of Chelmsford City Council Civic Lunch and tour of Hylands House
05.11.19	Maldon Conservation and Design Awards
10.11.19	Maldon's Act of Remembrance and Wreath Laying <i>Vice Chairman</i>
10.11.19	Remembrance Parade at Stow Maries
10.11.19	Burnham-on-Crouch Remembrance Service
11.11.19	Remembrance Day Service at War Memorial Burnham-on-Crouch
11.11.19	Remembrance Day Service at Maldon Quay <i>Vice Chairman</i>
21.11.19	Unmarked Graves Plaque Unveiling

Councillor W Stamp extended her thanks to the Chairman on behalf of Burnham-on-Crouch for attending their remembrance services.

554. NOTICE OF MOTION

The following motion proposed by Councillor C Swain and seconded by Councillor V J Bell, was received on 10 November 2019.

“I wish to put the following motion to Council to add a new sub-section (3) to Rule of Procedure 18 as follows:

‘Any working group established by Council, Committee or Sub-committee shall include members representing wards most affected by matters falling within the remit of that working group.’”

The Chairman advised the Council of the process for dealing with motions received and how in accordance with Procedure Rules the Council could refer a motion straight to a main Committee. The Chairman informed Members that he would be seeking for the Council to consider the motion.

Councillor Swain then provided background information regarding his motion, highlighting the benefits of having related Ward Members on Working Groups and the knowledge they could bring. He commented on the involvement of the Independent Councillors in current Working Groups and the frustrations this had caused. Councillor Swain then proposed that the motion be agreed by the Council and invited Members to support it.

In seconding the Motion, Councillor Bell referred to the experience that some Members had in specific areas and how this could benefit a Working Group and the Council as a whole.

The Leader of the Council responded to the Motion and advised that following discussions with the Programmes, Performance and Governance Manager, Minutes of Working Groups, once approved and provided they did not contain confidential information, would be published for the benefit of all Members. He drew Members' attention to paragraph 4.2 of Section 1 of the Constitution and further commented on Working Groups not being politically aligned. He advised that he was unable to support the Motion given the practicalities of it and that Ward Members in some cases may not be part of awarding bodies. Councillor Fluker requested that it be recorded that he was very happy to meet with the Leader of the Opposition to discuss appointment of Members to Working Groups in February 2020, prior to the Statutory Annual Council meeting May 2020. The Leader of the Opposition welcomed this and confirmed he was happy to meet with the Leader of the Council.

Councillor Morris commented that it would be fantastic if the best people for the job were chosen and not because of political affiliation.

Councillor Swain summed up and requested that Members support his Motion.

In accordance with Procedure Rule No. 13 (3) Councillor C Morris requested a recorded vote. The Chairman then put the Motion to the Council and the voting was as follows:

For the recommendation:

Councillors M G Bassenger, B S Beale, V J Bell, M R Edwards, M S Heard, K M H Lagan, C Mayes, C Morris, S P Nunn, N G F Shaughnessy, W Stamp, J Stilts and C Swain.

Against the recommendation:

Councillors E L Bamford, Miss A M Beale, R G Boyce, Mrs P A Channer, R P F Dewick, M F L Durham, Mrs J L Fleming, A S Fluker, B E Harker, M W Helm, A J Hull, C P Morley, R H Siddall, Mrs M E Thompson and Miss S White.

Abstention:

There were none.

The Motion was therefore declared as lost.

RESOLVED that the motion not be agreed.

555. STRATEGY AND RESOURCES COMMITTEE - 17 OCTOBER 2019

RESOLVED

- (i) that the Minutes of the Strategy and Resources Committee held on 17 October 2019 be received.

Minute 464 - Appointment of Chairman and Vice-Chairman

Councillor M S Heard advised that he felt the Minutes were incorrect.

The Chairman suggested that Councillor Heard raise any inaccuracies at the next meeting of the Committee where the Minutes would be approved.

Councillor Heard advised he wished to continue and advised that in relation to this Minute the matters discussed had been Minuted in the incorrect order. Councillor Heard asked that it be recorded that when the Director of Strategy, Performance and Governance called for nominations the first nomination came for an Independent Councillor and the Director then called for any other nominations.

Minute 474 – Appointment of Representatives of Liaison Committees – Panels

Councillor Heard referred to Independent Councillors being democratically elected and that they were being denied the opportunity to represent the electorate. He also made reference to when he was allowed to speak in respect of this item of business.

RESOLVED

- (ii) that the Minutes of the Strategy and Resources Committee held on 17 October 2019 be noted.

556. PERFORMANCE, GOVERNANCE AND AUDIT COMMITTEE - 24 OCTOBER 2019

Councillor E L Bamford, Chairman of this Committee advised that there were some inaccuracies in the Minutes which would be corrected at the next meeting of this Committee.

RESOLVED that the Minutes of the Performance, Governance and Audit Committee held on 24 October 2019 be noted.

557. MINUTES OF MEETINGS OF THE COUNCIL

The Council noted the list of Committees that had met since the last meeting of the Council, up to Wednesday 13 November 2019 for which Minutes had been published.

558. QUESTIONS IN ACCORDANCE WITH PROCEDURE RULE 6(3) OF WHICH NOTICE HAS BEEN GIVEN

There were none.

559. OUTSTANDING BUSINESS FROM THE ADJOURNED COUNCIL MEETING ON 3 OCTOBER 2019

The Chairman advised that following the adjournment of the Council meeting on 3 October 2019, there were three items of business outstanding and therefore needed Members' consideration.

560. SPECIAL MEETINGS OF COMMITTEES TO ELECT CHAIRMEN AND VICE-CHAIRMEN

RESOLVED that the Joint Standards and Licensing Committees appoint their Chairman and Vice-Chairman at their respective next meetings.

561. APPOINTMENT OF REPRESENTATIVES TO LOCAL GOVERNMENT AND OUTSIDE BODIES

The Council considered the report of the Head of Paid Service seeking Members' consideration of the appointment of representatives to serve on Local Government and Outside Bodies for the ensuing municipal year.

The Leader of the Council proposed that all appointments to representatives on Local Government and outside bodies be agreed subject to the following amendments:

- Maldon Sure Start – Councillor A L Hull with Councillor Miss S White as substitute.
- Responsible Authorities Group – Councillor A L Hull with Councillor Miss S White as substitute.

This was duly seconded.

Councillor M S Heard proposed that Councillor W Stamp be added to the membership of the Local Area Highways Panel as there was no representative from Maldon or Burnham-on-Crouch on this Panel. The Chairman advised that there was already a proposal being considered and should that not be successful at this time an alternative motion could be put.

The Chairman then put the Leader of the Council's motion to the Council. Upon a vote being taken this was agreed.

In response to questions, the Chairman provided clarification in respect of Motions, advising that once a Motion was on the table it could be amended provided it did not negate all or any part of that Motion.

RESOLVED that the appointment of representatives to Local Government and outside bodies as detailed in **APPENDIX 1** to these Minutes, be approved.

562. APPOINTMENT OF MEMBERS TO SERVE ON WORKING GROUPS OF THE COUNCIL

The Council considered the report of the Head of Paid Service seeking Members' agreement to appoint Members to serve on Working Groups of the Council for the municipal year.

The Leader of the Council proposed that the recommendation as set out in the report be agreed, subject to an amendment to amend the membership of the Corporate Governance Working Group to:

- Councillors Mrs P A Channer, A S Fluker, B E Harker, R H Siddall and Miss S White.

This proposal was duly seconded.

In response to a question, the Chairman clarified that as a general rule the constitutional criteria of any Working Group had to be approved by the Council.

The Chairman then put the proposal in the name of Councillor Fluker and upon a vote being taken this was agreed.

RESOLVED that subject to the above amendment, the appointments to the Working Groups of the Council as set out **APPENDIX 2** to these Minutes be confirmed.

563. THEMATIC STRATEGIES

The Council considered the report of the Director of Strategy, Performance and Governance seeking approval of the Thematic Strategies for Place (attached as Appendix A to the report), Community (Appendix B), and Prosperity (Appendix C).

When approved, it was agreed that the Council's Corporate Plan would be underpinned by three thematic strategies corresponding to the themes of place, community and prosperity. The Thematic Strategies appended to the report set out how the Council would evidence the 32 outcomes set out in the Corporate Plan.

The Leader of the Council presented the report and asked that thanks be extended to Ms Georgina Button, Strategy, Policy and Communications Manager and Councillor Siddall for their work on these strategies. He then proposed that the recommendations as set out in the report be agreed, this was duly seconded and agreed.

In response to a question regarding reviewing the Strategies, the Leader of the Council reported that they were fluid documents and could be updated at any time.

RESOLVED that the Thematic Strategies for Place, Community and Prosperity be approved and adopted as Council policy.

564. POLLING DISTRICT, POLLING PLACE AND POLLING STATION REVIEW

The Council considered the report of the Returning Officer seeking Members' consideration of the outcomes of a review of all Polling Districts, Polling Places and

Polling Stations within the District. The report also sought confirmation of the designation of Polling Districts and Polling Places in the Maldon District.

The report provided background information and set out the stages of consultation for a review to ensure that all electors had reasonable access to facilities for voting. It was noted that the review had to be undertaken by 31 January 2020. A copy of the Notice of Review was attached as Appendix 1 to the report. Other key parties had been asked to comment on the proposals set out at Appendices 2 and 3 to the report. A number of proposed changes, the consultation responses received from the consultation and the results of the Polling Places reviewed were set out in the report.

It was noted that reference in paragraph 3.4.4 to Great Totham North should be Maldon North.

The Leader of the Council advised that the proposed changes would come into effect following the General Election. He then proposed that the recommendations as set out in the report be approved. This was duly seconded and agreed.

RESOLVED

- (i) That the contents of the report be noted;
- (ii) That no changes to the Polling Districts be made;
- (iii) That the changes to Polling Places as set out below, be agreed to come into force following the General Election on 12 December 2019:
 - **Maldon North** – The polling place be moved from Maldon Stadium to Blackwater Leisure Centre.
 - **Mayland** – The polling station at Henry Samuel Hall be moved on a temporary basis to Lawling Park Hall.

565. SUPERFAST ESSEX UPDATE

Councillor Mrs P A Channer reminded Members of her earlier declaration of interest and left the chamber at this point. At this point Councillor M F L Durham clarified that the pecuniary interest declared by Councillor Mrs Channer did not relate to him.

The Council considered the report of the Director of Strategy, Performance and Governance, providing an update on Superfast Broadband and the status of the outstanding deployment investment payment owed to Superfast Essex.

The report provided background information on Superfast Essex, the County's broadband improvement programme, coordinated by Essex County Council (ECC) and the agreement for funding between the Council and ECC. Appendix 1 to the report outlined the premises which would benefit specifically as a result of the Maldon District Council (MDC) funding agreed. Members were reminded that in 2016 the Council had agreed to contribute £45,000 paid over three years of the duration of Phase 2a, as part of the Essex wide programme.

Appendix 2 to the report provided an update, as of August 2019, on the current Superfast broadband service available. Members were advised that longer term roll out figures were on track and likely to be surpassed. Superfast Essex had advised that payment of the outstanding monies was now essential to allow the project to continue.

The Leader of the Council proposed that the recommendation as set out in the report be agreed. This proposal was duly seconded.

In response to a question regarding access to Superfast Broadband in a specific area in the District Members were reminded that Superfast Essex would cover 91% of the District and the projects website provided a facility where it was possible to check on the status of broadband to specific locations.

The Chairman put the proposal of the Leader of the Council and this was duly agreed.

RESOLVED that the £45,000 monies outstanding be paid to Superfast Essex as per the resolution of the Council at its Statutory Annual meeting in May 2016.

Councillor Mrs Channer returned to the chamber at this point.

566. A12 CHELMSFORD TO A120 WIDENING SCHEME - OCTOBER 2019 UPDATE

The Council considered the report of the Director of Strategy, Performance and Governance notifying Members of the Preferred Route Announcement (PRA) for the A12 Chelmsford to A120 widening scheme and seeking view on the Council's draft response to the Junction 23 – 25 route options public consultation.

The report highlighted the consultation and provided detailed background information. The Council's proposed consultation response was set out within the report and it was noted that although indicative the improvements proposed for the A12 aimed to improve the long-term capacity, traffic flow and safety of the A12. Members were advised that there would be further public consultation on the detailed design of the whole route in 2020 before Highways England applied for the Development Consent Order in 2021.

The Leader of the Council proposed the recommendation as set out in the report be approved. This was duly agreed.

RESOLVED that the proposed response to the public consultation for A12 Junctions 23 – 25, as set out below, be agreed:

That the Council's response continues to support the concept of bypassing the old A12 between Feering and Marks Tey, but that it provides a neutral response in terms of route preference.

567. ADOPTION OF FREEMAN / FREEWOMAN SCHEME

The Council considered the report of the Director of Strategy, Performance and Governance, updating Members on progress relating to a Freeman / Freewoman Scheme of the District of Maldon and seeking its progression.

The Council at its meeting on 25 July 2019 agreed to consider the establishment of a scheme for conferring of the honorary titles of Alderman, Alderwoman, Freeman and Freewoman of the District. A Working Group was appointed to make recommendations on establishment of the scheme. The Minutes of the Working Group were attached as Appendix 1 to the report. The Working Group had produced a Terms of Reference, nomination form and guidance notes as to the route by which nominations were received and these were attached as Appendices 2 and 3 to the report.

The Leader of the Council thanked the Members of the Working Group for their work in developing this Scheme. He proposed that the Working Group Membership be amended and be comprised of the following Members:

- Chairman of the Council;
- Leader of the Council;
- Leader of the Opposition;
- Councillors M W Helm, S P Nunn and Miss S White.

The Leader then proposed subject to the above amendment that the recommendations as set out in the report be agreed. This was duly agreed.

RESOLVED

- (i) that the adoption of a Freeman / Freewoman Scheme for the District of Maldon encompassing the Alderman Scheme and including a revenue provision in the sum of £500 within 2020 / 21 estimates be approved;
- (ii) that subject to (i) above, the terms of reference for the Freeman and Freewoman Working Group (the Working Group) as set out within Appendix 2 to the report be agreed;
- (iii) that subject to (i) above, the change to the Membership of the Working Group as set out below be agreed:
 - Chairman of the Council;
 - Leader of the Council;
 - Leader of the Opposition;
 - Councillors M W Helm, S P Nunn and Miss S White.
- (iv) that subject to (i) above; the nomination form and guidance notes as recommended by the Working Group as set out within Appendix 3 to the report be agreed;
- (v) that subject to (i) above; that the Working Group is given authority to meet and consider nominations as and when necessary and make recommendations to the Council for consideration;
- (vi) that subject to (i) above; that Council presents future recipients of the Award with a certificate as recommended by the Working Group and the use of the Council official Seal in this connection be agreed.

568. APPOINTMENT OF REPRESENTATIVES ON LIAISON COMMITTEES

The Council considered the report of the Director of Strategy, Performance and Governance, seeking nominations to serve on two Liaison Committees / Panels for the ensuing municipal year.

The Chairman advised that appointment to the Sense of Place Board had been agreed at an earlier part of this meeting. The Leader of the Council then proposed that the Member representative for Heritage and Design be the Chairman of the Council or his representative. This was duly agreed.

RESOLVED that the Member representative for Heritage and Design be the Chairman of the Council or his representative.

569. MEMBERSHIP OF THE PERFORMANCE, GOVERNANCE AND AUDIT COMMITTEE

RESOLVED that Councillor B S Beale MBE replace Councillor K M H Lagan on the Performance, Governance and Audit Committee.

570. SCHEDULE OF MEETINGS 2019 / 20

The Chairman advised that this item of business had been withdrawn as the Overview and Scrutiny Committee meeting it related to had been cancelled.

571. QUESTIONS TO THE LEADER OF THE COUNCIL IN ACCORDANCE WITH PROCEDURE RULE 1 (3)(M)

Councillor R P F Dewick referred to the late delivery of accounts and asked the Leader of the Council if he could confirm the steps being taken to ensure the 2019 / 20 accounts would be delivered on time. In response the Leader paid tribute to the former Director of Resources (Section 151 Officer) and the tremendous amount of work that she had done whilst at the Council. He reported that she had taken up a new role with Capita PRC and wished her every success in this role. In response to the question, the Leader advised that he had asked the Interim Section 151 Officer to assess the situation along with reviewing resources to ensure the right people were in place to deliver the accounts. He confirmed that work in respect of the 2019 / 20 accounts was being delivered on an ongoing basis and therefore these would be delivered on time. Members were advised at this point that the Council had successfully recruited into the post of Director of Resources and the new post holder would be starting early in the new year. At this point the Leader advised the Council that he had not entered into any third party agreements with any members of staff.

Councillor M F L Durham asked the Leader of the Council following a large amount of public interest in the future of Canada Wharf if he could confirm that Maldon Yacht Club (the Yacht Club) would be included in discussions regarding the future of the site. In response to the question, the Leader of the Council referred to the good work of the Yacht Club and as a responsible landlord how the Council would consider the community benefit alongside enterprise in respect of Canada Wharf. He advised that

the Council had agreed to extend the Yacht Club's lease which allowed time to work closely with them to explore shared opportunities on the site. The Leader of the Council referred to this matter having been discussed in private session and at this point referred to a comment he had made during previous discussions and apologised if this comment caused any offence. The Leader confirmed that the Council would be working with Maldon Yacht Club to establish if they wished they would be included in future plans.

Councillor RH Siddall raised a point of order but was advised by the Chairman that this was not valid.

Councillor M W Helm, as Chairman of the Overview and Scrutiny Committee, asked the Leader of the Council if he agreed with him that should a Member wish to make a complaint or raise an issue regarding another Member they should contact the Monitoring Officer. The Leader of the Council agreed with Councillor Helm and referred to the Council conducting its business in a professional way and how if this was not possible, the use of emergency powers would be used, which could exclude Members from the decision-making process. He advised that if any Member had anything to say about other Members they should raise this with the Monitoring Officer.

Councillor W Stamp asked, in the interest of openness and transparency, if the Leader of the Council could assure her that any amendments no matter how minor to Terms of Reference for relevant Committees, Sub-Committees or Working Groups would be brought to the Council for approval / refusal and not carried out in the respective meetings. She also sought assurance that this had not occurred in this municipal year without Council approval. In response the Leader of the Council advised that it was his understanding that when a Working Group was formed the Terms of Reference could be reviewed by the Working Group, but would then come back to the appointing body for approval. He advised Members to raise any questions with the Director of Strategy, Performance and Governance. The Chairman informed Members that as far as he was aware as Chairman of the Council there had not been any changes to the criteria of a Working Group agreed without them going back to its parent body.

Councillor C Morris asked a question to the Leader of the Council regarding a statement he had made earlier in the meeting. In response the Chairman advised that the Leader of the Council had answered the points raised. Councillor Morris disputed this, and a debate ensued with the Chairman during which the Monitoring Officer provided advice. This caused some disruption to the meeting and in light of this the Chairman proposed that in accordance with Procedure Rule 10 Councillor Morris no longer be heard. This motion was duly seconded. In accordance with Procedure Rule No. 13 (3) Councillor C Morris requested a recorded vote. The Chairman put the motion to the Council and the voting was as follows:

For the recommendation:

Councillors E L Bamford, Miss A M Beale, R G Boyce, Mrs P A Channer, R P F Dewick, M F L Durham, Mrs J L Fleming, A S Fluker, B E Harker, M W Helm, A L Hull, C P Morley, Mrs M E Thompson and Miss S White.

Against the recommendation:

Councillors M G Bassenger, B S Beale, V J Bell, M R Edwards, M S Heard, K M H Lagan, C Mayes, C Morris, S P Nunn, N G F Shaughnessy, R H Siddall, W Stamp and J Stilts.

Abstention:
Councillor C Swain.

The Chairman advised that the motion had therefore been carried and the Member would no longer be heard at the meeting and anything he said would not be minuted.

In response to a question the Chairman advised that there would not be any further questions to the Leader and the Council would move to the next item of business.

572. EXCLUSION OF THE PUBLIC AND PRESS

Prior to voting on the proposal to exclude the public and press and in response to a question raised regarding why the following item of business was being considered in private session, the Director of Strategy, Performance and Governance advised that this was due to the report containing figures that related to contracts.

RESOLVED that under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Act, and that this satisfies the public interest test.

573. FULL COUNCIL TRANSFORMATION: GATEWAY REVIEW

The Council considered the report of the Director of Strategy, Performance and Governance presenting the fourth quarterly gateway review of the full Council Transformation Programme as agreed by the Council on 9 August 2018. The report gave assurance on the governance arrangements in place for the programme and the oversight given by the Council's Transformation Board and officer led Programme Delivery Board. The latest Transformation Board report was attached at Appendix 1 to the report and Appendix 2 provided detail of the equality analysis undertaken. The Transformation Programme Governance and Terms of Reference were attached at Appendix 3.

The Council's Medium-Term Financial Strategy was set out in the report along with the forecast savings to be achieved through delivery of the Future Model.

The Leader of the Council when presenting the report thanked the Corporate Leadership Team for their work and staff who had gone through the Transformation process. He also thanked the Deputy Leader and the Members of the Transformation Board.

574. ADJOURNMENT OF THE MEETING

At this point in the meeting the Chairman adjourned the meeting for a short break.

RESOLVED that the meeting of the Council be adjourned at 9:11pm.

575. RESUMPTION OF BUSINESS IN CLOSED SESSION

RESOLVED that the meeting of the Council be resumed in closed session at 9:20pm.

576. FULL COUNCIL TRANSFORMATION: GATEWAY REVIEW (CONTINUED)

The Leader of the Council proposed that the recommendations as set out in the report be agreed.

In response to a number of questions, the Director of Strategy, Performance and Governance provided Members with further information regarding savings achieved, redundancy costs, commercial projects and delivery of IT solutions.

The Chairman then put the Leaders' proposal to the Council and upon a vote being taken this was agreed.

RESOLVED

- (i) That Members review and comment on the contents of this report;
- (ii) that benefits realisation reports for Post Programme Activity are presented to the Council on a quarterly basis for the next 12 months (to November 2020);
- (iii) that a public report and press briefing is prepared for release.

There being no further items of business the Chairman closed the meeting at 9.38 pm.

**R G BOYCE MBE
CHAIRMAN**

**LOCAL GOVERNMENT BODIES
AND OUTSIDE BODIES (NOVEMBER 2019 – APRIL 2020)**

LOCAL GOVERNMENT BODIES:

BODY	REPRESENTATIVES FROM NOVEMBER 2019
East of England Local Government Association	Leader of the Council
Essex Local Government Association	Leader of the Council
Local Government Association	Leader of the Council

OUTSIDE BODIES (not appointed by Maldon District Council but involve Members of the Council):

BODY	REPRESENTATIVES FROM NOVEMBER 2019
Essex Partnership Board (Mid Essex representative)	Leader of the Council

OUTSIDE BODIES:

BODY	REPRESENTATIVES FROM NOVEMBER 2019
Blackwater Estuary Siltation Steering Group	Councillor A S Fluker
Bradwell Local Community Liaison Council	Councillors R G Boyce MBE, Mrs P A Channer CC, A S Fluker and Mrs M E Thompson
British Red Cross Society – Essex County Branch	Chairman of the Council
Drapers Farm Sports Club Committee	Councillor Miss S White
Essex Coastal Forum	Councillor M F L Durham, CC <i>Substitute: Councillor A S Fluker</i>
Essex Countywide Traveller Unit Committee	Councillor M F L Durham CC
Essex Flood Partnership Board	Councillor Miss S White <i>Substitute: Councillor Mrs P A Channer, CC</i>
Essex Planning Policy Portfolio and Chairman's Group	Chairman of the Strategy and Resources Committee <i>Substitute: Vice-Chairman of the Strategy and Resources Committee.</i>
Essex Waste Inter Authority Agreement Member Working Group	Chairman of the Performance, Governance and Audit Committee <i>Substitute: Vice-Chairman of the Performance, Governance and Audit</i>
Essex Waste Member Partnership Board	Chairman of the Strategy and Resources Committee <i>Substitute: Vice-Chairman Strategy and Resources Committee</i>

**LOCAL GOVERNMENT BODIES
AND OUTSIDE BODIES (NOVEMBER 2019 – APRIL 2020)**

BODY	REPRESENTATIVES FROM NOVEMBER 2019
Joint Bradwell Member Board (JMBB) (Council 29/10/18)	Leader and Deputy Leader of the Council Chairman and Vice-Chairman of the Strategy and Resources Committee (subject to confirmation by the JMBB)
Livewell Partnership Group	<u>Six Members of the Council:</u> Councillors E L Bamford, Mrs P A Channer CC, B E Harker, M W Helm, Mrs M E Thompson and Miss S White
Local Area Highways Panel	Councillors B E Harker, M W Helm and Mrs M E Thompson
Local Government Association Coastal Issues Special Interest Group	Councillor A S Fluker <i>Substitute: Councillor M F L Durham, CC</i>
Local Government Flood Forum	Councillor A S Fluker <i>Substitute: Councillor M F L Durham, CC</i>
Maldon and District Youth Strategy Group	Councillor A L Hull
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>	Councillor A S Fluker (until June 2021 – three-year appointment)
Maldon Locality Board	Leader of the Council Deputy Leader of the Council Leader of the Opposition (or representative) Chairmen (or Vice-Chairman) of the Performance, Governance & Audit and Strategy & Resources Committees
Maldon Operational Group <i>(Previously Maldon Health Hub)</i>	Councillors Mrs P A Channer, CC and Miss S White
Maldon Sure Start	Councillor A L Hull <i>Substitute: Councillor Miss S White</i>
Mid Essex Hospital Services NHS Foundation Trust – Council of Governors	Councillor Miss S White
Parking and Traffic Regulations outside London Adjudication Joint Committee (PATROL)	Councillor M F L Durham, CC <i>Substitute: Councillor A S Fluker</i>
Plume Educational Trust <i>(Four yearly appointment)</i>	Councillor R H Siddall <i>(from June 2019 to June 2023)</i> P G L Elliott <i>(from June 2017 to June 2021)</i>
Police and Crime Panel	Councillor M W Helm <i>Substitute: Councillor A S Fluker</i>

**LOCAL GOVERNMENT BODIES
AND OUTSIDE BODIES (NOVEMBER 2019 – APRIL 2020)**

BODY	REPRESENTATIVES FROM NOVEMBER 2019
Responsible Authorities Group (RAG) (Community Safety)	Councillor A L Hull <i>Substitute: Councillor Miss S White</i>
Sense of Place Board	Chairman of the Strategy and Resources Committee <i>Substitute: Vice-Chairman of the Strategy and Resources Committee</i>
South Essex Parking Partnership – Joint Committee	Councillor M F L Durham, CC <i>(If a substitute is required, must notify the Committee 30 minutes prior to the start of a meeting)</i>
Southend Airport Consultative Committee	Councillor A S Fluker
Southminster Heritage Economic Regeneration Scheme Steering Group	Councillor A S Fluker
Stow Maries Aerodrome Consultative Committee (Appointed 20/12/18)	Councillor Mrs P A Channer CC and Miss S White
The Thomas Plume Library Charitable Incorporated Organisation	Leader of the Council <i>Substitute: Deputy Leader of the Council</i>
West Maldon Community Association Management Committee	Councillor M S Heard

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WORKING GROUPS (NOVEMBER 2019 – APRIL 2020)

Working Group	Membership from November 2019
Asset Management Working Group	<p><u>Six Members of the Council:</u> Councillors E L Bamford, Mrs P A Channer CC, Mrs J L Fleming, B E Harker, M W Helm and Miss S White</p> <p>Leader and Deputy Leader of the Council</p>
Corporate Governance Working Group	Councillors Mrs P A Channer CC, A S Fluker, B E Harker, R H Siddall and Miss S White
Corporate Projects Member Task and Finish Working Group <i>(Appointed by the Council on 8 September 2016)</i>	<p><u>Six Members of the Council:</u> Councillors E L Bamford, Mrs P A Channer CC, A S Fluker, M W Helm, Mrs M E Thompson and Miss S White</p>
Strategic Housing Board <i>(Council 16 February 2017 – Minute No, 991 refers)</i>	<p><u>Six Members of the Council:</u> Councillors E L Bamford, Mrs P A Channer CC, Mrs J L Fleming, M W Helm, Mrs M E Thompson and Miss S White</p>

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