Part 7 – Composition of the Council and Management Structure

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Part 7 – Composition of the Council and Management Structure

1. The Council has 51 Councillors representing 17 Wards.

2. Scheme of Elections

Elections are held by thirds.

- In May 2002, the 17 Councillors with the smallest number of votes in each Ward (from the 2001 elections) retired. New Councillors were elected for 4 Years.
- In 2003, the Councillors with the next smallest number of votes in each Ward (from the 2001 elections) retired. New Councillors were elected for 4 Years.
- In 2004, the remaining 17 Councillors (from the 2001 elections) retired. New Councillors were elected for 4 years.
- 2005 was a fallow year.
- In 2006, the 17 Councillors elected in 2002 retired.
- In 2007, the 17 Councillors elected in 2003 retired.
- In 2008, the 17 Councillors elected in 2004 retired.
- 2009 was a fallow year.
- In 2010, the 17 Councillors elected in 2006 retired.
- In 2011, the 17 Councillors elected in 2007 retired.
- In 2012, the 17 Councillors elected in 2008 retired.
- 2013 was a fallow year.
- In 2014, the 17 Councillors elected in 2010 retired.
- In 2015, the 17 Councillors elected in 2011 retired.
- In 2016, the 17 Councillors elected in 2012 retired.
- 2017 was a fallow year.
- In 2018, the 17 Councillors elected in 2014 retired.
- In 2019, the 17 Councillors elected in 2015 retired.
- In 2020, the elections were postponed for one year due to the Covid-19 pandemic. The Councillors that were due to retire in 2020 retired in 2021.
- In 2021, the 17 Councillors elected in 2016 retired.
- In 2022, the 17 Councillors elected in 2018 retired.
- In 2023, the 17 Councillors elected in 2019 retired.

3. The current Councillors, the Wards they represent, their Terms of Office and the Committees they sit on are as follows:

EAST WARDS	Retiring Date
Kursaal	0004
Tricia Cowdrey Matt Dent	2024 2026
Gabriel Leroy	2020
,	
Milton Stephen George	2024
Maxine Sadza	2026
Cheryl Nevin	2027
Shoeburyness	
James Moyies	2024
Nick Ward	2026
Steve Wakefield	2027
Southchurch	
Darryl Jones	2024
Dan Nelson	2026
Colin Campbell	2027
St Lukes	
Brian Beggs	2024
Kathy Murphy	2026
Martin Berry	2027
Thorpe	
Mike Stafford	2024
Martin Terry	2026
Ron Woodley	2027
Victoria	
lan Gilbert	2024
Margaret Borton	2026
Mandy O'Connor	2027
West Shoebury	
Derek Jarvis	2024
John Harland	2026
Tony Cox	2027

WEST WARDS	Retiring Date
<u>Belfairs</u>	
Jack Warren	2024
Alan Dear	2026
Stephen Aylen	2027
Blenheim Park	
Helen Boyd	2024
Laurie Burton	2026
Donna Richardson	2027
Chalkwell	
James Courtenay	2024
Nigel Folkard	2026
Stephen Habermel	2027
Otephen Habermer	2021
Eastwood Park	0001
Christopher Walker	2024
Robert McMullan	2026
Paul Collins	2027
<u>Leigh</u>	
Peter Wexham	2024
Carole Mulroney	2026
Richard Longstaff	2027
Prittlewell	
David Garston	2024
Kevin Buck	2026
Meg Davidson	2027
St Laurence	
Steve Buckley	2024
Lydia Hyde	2026
Daniel Cowan	2027
West Leigh	
West Leigh John Lamb	2024
Fay Evans	2024
Owen Cartey	2027
•	2021
Westborough Aston Line	2024
Kevin Robinson	2024
Anne Jones	2020
7 11110 001100	LULI

Cabinet Members

Portfolio	Cabinet Member	Substitute (S.O.31.7)
Leader of the Council - Special Educational Needs & Disability	Tony Cox	Meg Davidson
Environment (Deputy Leader)	Meg Davidson	Tony Cox
Economic Growth & Investment	Dan Nelson	James Moyies
Public Health, Adult Social Care & Constitutional Affairs	James Moyies	James Courtenay
Highways, Transport & Parking	Kevin Buck	Dan Nelson
Children's Services, Education & Learning	Helen Boyd	John Lamb
Community Safety & Public Protection	James Courtenay	Kevin Buck
Housing & Planning	David Garston	Derek Jarvis
Arts, Culture, Heritage & Leisure	Derek Jarvis	David Garston
Regulatory Services	John Lamb	Helen Boyd

Committee of the Cabinet (3) (To deal with Traffic Regulation Orders)

Members	Substitutes
Kevin Buck (Chair)	Other Cabinet Members
Dan Nelson (Vice-Chair)	Other Cabinet Members
Tony Cox	Other Cabinet Members

Committees

Policy & Resources Scrutiny Committee (17) (Neither the Mayor nor a Cabinet Member shall be a member)

Party	CON	IND	LAB	LD	RF
Councillors	B Beggs S Buckley O Cartey N Folkard J Harland C Walker J Warren	S Wakefield (Chair)	M Borton M Burton (Vice-Chair) M Dent S George M Sadza	R McMullan P Wexham	T Cowdrey

People Scrutiny Committee (17+7) (Neither the Mayor nor a Cabinet Member shall be a member)

Party	CON	IND	LAB	LD	RF	U/A
Councillors	B Beggs S Buckley C Campbell A Dear N Folkard J Harland D Jones	N Ward	G Leroy A Line C Nevin M O'Connor D Richardson	P Collins	T Cowdrey (Chair)	R Longstaff K Murphy (Vice- Chair)
Co-opted Members	Voting Rev Canon L V Vacancy Vacancy Vacancy	Villiams	Non-Voting O Richards T Watts K Jackson		Non-Voting C Youth Counc VACANCY VACANCY	

Place Scrutiny Committee (17)

(Neither the Mayor nor a Cabinet Member shall be a member)

Party	CON	IND	LAB	LD	RF
Councillors	C Campbell O Cartey A Dear F Evans J Harland D Jones C Walker J Warren	M Terry	M Berry D Cowan I Gilbert L Hyde A Jones K Robinson	C Mulroney (Vice-Chair)	R Woodley (Chair)

Appeals Committee (A) (7)

(Neither the Mayor nor a Cabinet Member shall be a member)

Party	CON	IND	LAB
Councillors	B Beggs (Vice-Chair) S Buckley A Dear	M Stafford (Chair)	M Berry M Borton

Appeals Committee (B) (7)

(Neither the Mayor nor a Cabinet Member shall be a member)

Party	CON	LAB	RF
Councillors	N Folkard (Chair) C Walker (Vice-Chair) J Warren	G Leroy A Jones	M Stafford

The Appointments and Disciplinary Committee (7)

Note: When the agenda includes the appointment of, or disciplinary action against, the Head of Paid Service, Deputy Chief Executive, Strategic Director or Director, the relevant Cabinet Member should be a member of the Committee.

The maximum number of Cabinet Members is 3

Party	CON	IND	LAB	LD
Councillors	T Cox (Chair) M Davidson (Vice- Chair) D Jarvis	M Terry	D Cowan C Nevin	P Collins

Development Control Committee (17)

Party	CON	IND	LAB	LD	R/F	U/A
Councillors	B Beggs S Buckley F Evans (Vice-Chair) A Dear N Folkard J Harland C Walker	N Ward (Chair)	M Berry M Borton (Vice Chair) M Dent A Jones M Sadza	C Mulroney	R Woodley	R Longstaff

General Purposes Committee (9)

Party	CON	LAB	LD	UNALIGNED
Councillors	C Campbell (Vice- Chair) J Courtenay D Jones (Chair) D Nelson	G Leroy A Line M O'Connor	R McMullan	K Murphy

Licensing Committee (15)

Party	CON	IND	LAB	LD	RF	U/A
Councillors	S Buckley A Dear (Vice-Chair) N Folkard J Harland C Walker J Warren (Chair)	(VACANCY)	M Berry M Borton A Jones A Line D Richardson	C Mulroney	R Woodley	(VACANCY)

Licensing Sub-Committees A and B

To be drawn from the members of Licensing Committee as required.

Licensing Sub- Committee C (8)

Note: Licensing Sub-Committee C to be proportional – but it is not reflected in the overall proportionality calculation for committees

Party	CON	IND	LAB	LD
Councillors	S Buckley N Folkard C Walker	VACANCY	M Berry M Borton A Line	C Mulroney (Vice- Chair)

The Health & Wellbeing Board (6 + 8) (The Chair shall be the Leader or such other Cabinet Member as they shall appoint)

Party	CON	LAB	LD	Co-opted Member (Voting)	Co-opted Member (Non-Voting)
Councillors	M Davidson J Moyies H Boyd	A Jones M Sadza	C Mulroney	SBC Chief Executive, Executive Director (Adults & Communities), Executive Director (Children & Public Health) Director of Public Health NHS Local Area Team Director Healthwatch Representative CCG (3 Officers)	EPUT (Chief Executive) SUHFT (Chief Executive) SAVS (Chief Executive) SBC (Director of Culture, Tourism & Property) PSLA (Chief Executive) STP (Programme Director) LSCB/SAB (Independent Chair)

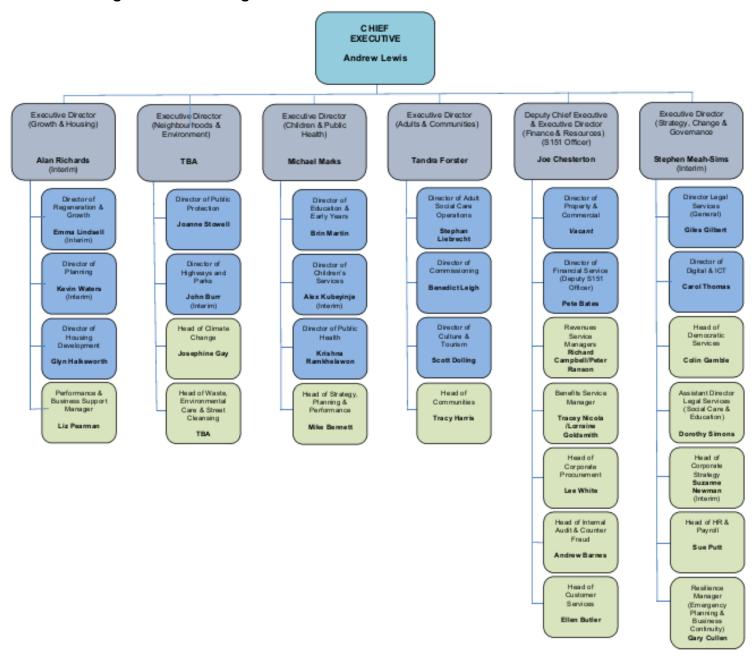
Audit Committee (9 + 1)
(Neither the Mayor nor a Cabinet Member shall be a member)

Party	CON	IND	LAB	LD	RF	Co-opted Member
Councillors	O Cartey (Vice- Chair) N Folkard J Harland	M Terry	L Burton M Dent (Chair) M O'Connor	P Collins	M Stafford	K Pandya

Standards Committee (9 + 4)

Party	CON	IND	LAB	LD	Non-Voting Members
Councillors	B Beggs S Buckley (Vice-Chair) J Moyies (Chair) D Nelson	M Terry	M Borton A Jones	I Gilbert L Hyde K Robinson	2 x Leigh-on- Sea Town Council Cllr V Cowell Cllr J Healey 2 x Independent Persons J Morgan J Tetley

1. Southend-on-Sea Borough Council Management Structure 2022/23



2. Structure and Functions – Chief Executive

Andrew Lewis
Chief Executive

As Head of the Paid Service, the Chief Executive works closely with elected Councillors to deliver the following priorities:

- Leadership
- Strategic direction
- Policy advice
- Partnerships
- Operational management

3. Structure and Functions – Executive Director (Growth & Housing)

Alan Richards Executive Director (Growth & Housing) (Interim)

Director of Regeneration & Growth

Emma Lindsell (Interim)

- The management and promotion of regeneration activity
- Economic & Business Development
- Skills and Adult Community Learning
- Southend Adult Community College

Director of Planning

Kevin Waters (interim)

- Strategic, local and transport planning including interaction on regional planning matters and LDF preparation, maintenance and advice
- Development control and enforcement
- Building control and enforcement
- Maritime & Coastal Planning Policy

Director of Housing Development

Glyn Halksworth

- Housing Strategy
- Liaison with the ALMO and other agencies
- Strategic housing functions.

Performance & Business Support Manager

Liz Pearman

4. Structure and Functions – Executive Director (Neighbourhoods & Environment)

Executive Director (Neighbourhoods & Environment)

Director of **Public Protection**

Joanne Stowell

- Environmental Health & Protection
- Trading Standards
- **CCTV**
- Community Safety, Crime & Disorder Reduction, Police liaison
- Regulatory Services (inc. licensing)
- Winter maintenance implementation
- Town Centre Management
- Energy & sustainability
- **Animal Welfare**
- Private housing

Head of Traffic Management & Highways Network

Sharon Harrington

- Highways maintenance (including winter planning and maintenance)
- Street lighting and signage
- Statutory Traffic Manager
- Traffic
- Management Car Parking
- Management / Enforcement

Head of Civil Engineering

Neil Hoskins

- Highways Capital Programme
- Strategic **Transport** Delivery / Implementation
- Coastal Protection / Sea Defences and surface water management

Head of Waste. Environmental Care & Street Cleansing

TBA

- Waste management (collection, disposal & recycling)
- Street Cleaning & Environmental Enforcement
- Public conveniences

Transport & Contracts Manager

Anne Warburton

Passenger Transport

Head of Parks, Open Spaces, Cemeteries

Paul Rabbitts

- Parks, gardens and open spaces (inc. grounds maintenance, landscaping and horticulture)
- Cemeteries and Crematoria

5. Structure & Functions – Executive Director (Children & Public Health)

Michael Marks
Executive Director
(Children & Public Health)

Director of Education & Early Years

Brin Martin

- Schools Forums
- Inclusion, attendance, education psychology, pupil behaviour, PRU
- School placements, admissions & exclusions
- Integrated locality working
- Early Years provision

Director of Children's Services

Alex Kubeyinje

- Children & families fieldwork services
- Young people & family support
- Looked after children
- Child protection & safeguarding
- Children with disabilities & SEN
- Independent planning and review
- Integrated Youth Service
- Children's Centres

Director of Public Health

Krishna Ramkhelawon

Public health functions transferred to the Council from 1st April 2013 including:

Health Protection:

- Ensuring plans are in place to protect the health of the population from infectious diseases and environmental hazards.
- Emergency preparedness

Health Improvement:

- Supporting healthy lifestyles
- Increase life expectancy and healthy life expectancy
- Surveillance and monitoring of specific diseases and their risk factors
- Addressing the social determinants of health to reduce health inequalities

Healthcare Public Health Public health support to Southend CCG as part of the 'core offer' which covers:

- Understanding the health needs of the local population
- Planning services to meet identified need
- Evaluation and audit
- Assessment of clinical effectiveness

Head of Strategy, Planning & Performance

Mike Bennett

- School Improvement
- Support to Schools
- Workforce Development

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6. Structure and Functions – Executive Director (Adults & Communities)

Tandra Forster **Executive Director** (Adults & Communities) Director of Director of Head of Housing Culture & Tourism Commissioning Communities Solutions Manager **Benedict Leigh Scott Dolling Tracy Harris** Corporate Museums & Abigail Agba Commissioning Galleries (Interim) (including Public Arts Development & Health, Children's Community support Housing including Services & Adult Sports Provision & Services) private sector . Development Joint housing support, Libraries Commissioning housing needs Foster the and advice (including with the integrated CCG) Head of Adult Head of Homelessness Head of contribution of the Supporting People **Adult Social Care** Mental Health & **Business Support** Council's cultural & Operations Principal Social activities with its **Paul Mavin** future economic Worker Stephen Liebrecht and social opportunities Sarah Range Delivery of Adult Liaison with key Services local, regional and Older People's Care national bodies to assessments foster the Occupational development and equipment & support for the therapy services cultural life of Intermediate care Southend Home Care **Town Twinning** Services Theatre Care Support Team management Leisure facilities & events (Incl. indoor and outdoor venues) Pier & foreshore (incl. Licenses) Tourism

7. Structure and Functions – Deputy Chief Executive & Executive Director (Finance & Resources)

Joe Chesterton
Deputy Chief Executive &
Executive Director
(Finance & Resources)
(S.151 Officer)

- Chief Finance Officer
- Statutory powers and duties of the S.151 Officer

Head of Corporate Finance (Deputy S.151 Officer)

Pete Bates (Interim)

- Financial Sustainability Review
- Medium Term Financial Strategy Development
- Annual Statement of Accounts Publication
- Business Partnering, Budget Monitoring & Reporting
- Grant Claims, Funding Agreements
 & Government
 Returns
- Immediate Options
 Appraisal on the
 future leadership of
 the Council's
 Procurement function

Head of Corporate Procurement

Lee White

- Procurement
- Oversight of Corporate Contract Management Projects
- Development and oversight of the Corporate Contracts Register and Pipeline Procurement Plan
- TT joint lead on Commercial and Business Mindset

Group Manager Revenues

Bridget Cowley

 Manage and develop the Council's revenues service

Benefits Service Manager

Tracey Nicola Lorraine Goldsmith

Manage and develop the Council's benefits service

- Housing Benefit Award
- Housing Benefit Overpayment recovery
- Council Tax Reduction Award
- Discretionary Housing Payments
- Local Welfare Provision Scheme for all of Essex (Essential Living Fund)
- Council Tax Hardship
- Maintain Housing Benefit Subsidy Claim

Group Manager Financial Planning

Caroline Fozzard

- Capital Programme

 budget
 development and
 monitoring,
 business partnering,
 financing
- Treasury
 Management and cash flow
- Leasing
- Banking services
- VAT compliance and advice
- Corporate procurement cards
- Income Management
- Control and Reconciliations
- Accounts Payable

Director of Property & Commercial

Alan Richards

- Asset, Property and Estate Management
- Property repairs and maintenance
- Statutory Compliance of buildings
- Design & construction
- Property Acquisitions and Disposals
- Lease Management
- Beach Huts
- Facilities
 Management (hard and soft)
- Property and Asset Management
- Investment and Commercial property

Head of Internal Audit

Andrew Barnes

- Internal Audit
- Counter Fraud
- Corporate Risk Management

8. Structure and Functions – Executive Director (Strategy, Change & Governance)

Stephen Meah Sims Executive Director (Strategy, Change & Governance) (Interim)

SIRO (Data Protection)

Head of Democratic Services

Colin Gamble

- Administrative support for the Council
- Delivery of the electoral registration and election functions
- Deputy Electoral Registration and Deputy Returning Officer
- Support for elected Councillors, Cabinet, committees and Council
- Advice and liaison with partner organisations
- Mayoralty

Director Legal Services and Monitoring Officer

Giles Gilbert

- Statutory powers and duties of the Monitoring Officer
- Chief Legal Officer
- Procure and provide legal advice and support
- RIPA (Senior Responsible Officer)
- Land charges
- Deputy Returning Officer

Assistant
Director Legal
Services (Social
Care &
Education)

Dorothy Simon

- the
 fficer

 Assistant Head of
 Legal Services;
 Procure and
 provide legal
 advice and
 support
 - Deputy Monitoring Officer

Resilience
Manager
(Emergency
Planning &
Business
Continuity)

Gary Cullen

Emergency Planning & Business Continuity

Director of Digital & ICT

Carol Thomas

- ICT Support and development for the Council
- Digital futures for the Borough

Head of Corporate Strategy

Suzanne Newman (Interim)

- Corporate Policy
- Strategic
 Communications
 and media
- Community engagement and participation
- Data Insights
- Service Design
- Information Management

Head of HR & Payroll

Sue Putt

- Development, maintenance and support for the implementation of HR policies
- Payroll

Head of Customer Services

Ellen Butler

- Customer Services
- Registration Services

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