

**Consolidation of Cabinet Working Parties / Amendments to Committee
Terms of Reference**

1 Cultural, Tourism and Events Working Party

(Incorporates the Holocaust Memorial Day, Pier & Foreshore, Cultural Advisory and Events Working Party)

Membership

8 Members of the Council

Substitutes: Permitted in accordance with Standing Order 31

Proportionality: By convention political proportionality shall apply

The Chairman shall be the Leader or such other Executive Councillor as the Leader shall appoint.

Quorum

3

Terms of Reference

- To carry out study work and formulate proposals and recommendations in respect of Cultural Projects.
- To review the current programme of events in Southend and the funding thereof, and to consult stakeholders on improvements which could be made.
- To develop and recommend a new Events Strategy for Southend.
- To formulate proposals and recommendations in respect of the Pier and Foreshore.
- To consider commemorative activities to mark the anniversary of the start of World War 1.
- To recommend arrangements to commemorate Holocaust Memorial Day, 27th January each year.

Status of Meetings

Private

Reports to

The Cabinet

2 People Management, Accommodation and Digital Strategy Working Party

(Incorporates People Management, Accommodation Strategy and Digital Strategy Working Parties)

Membership

8 Members of the Council

Substitutes: Permitted in accordance with Standing Order 31

Proportionality: By convention political proportionality shall apply

The Chairman shall be the Leader or such other Executive Councillor as the Leader shall appoint.

Quorum

3

Terms of Reference

- To develop the People Management Strategy.
- To monitor and manage performance against agreed action plans and targets within the People Management Strategy.
- To make recommendations on Corporate People Management Issues
- To monitor, review and make recommendations on a Digital Strategy for the Council.
- To make recommendations on an accommodation strategy necessary to deliver the Council's services in the future together with proposals for the implementation of such strategy.
- To review usage of existing accommodation and to recommend ways to maximise such use in the interests of economy and the most effective delivery of service.

3. All other Working Parties

The following Working Parties to remain as constituted:-

- London Southend Airport Monitoring Working Party;
- Conservation Working Party;
- Waste Management Working Party;
- Local Development Framework Working Party;
- Grants Strategy Working Party;

- Traffic & Parking Working Party;
- Biodiversity & Environmental Awareness Working Party;
- Public Transport and Buses Working Party;
- Housing Working Party;
- School Places Working Party;

4. General Purposes Committee

Amend Terms of Reference to incorporate the following:

- *To judge applications and make recommendations to the Council for the award of Freedom of the Borough;*
- *To consider and determine nominations in respect of other honours and awards introduced from time to time by the Council.*

5. Appeals Committees A and B

To delete (b) as set out below from the Terms of Reference as it is no longer applicable:

(b) Appeals from applicants under the Council's allocation policies for (i) Housing Applicants and (ii) re-housing Council tenants.