



Public Document Pack

Southend-on-Sea City Council

Executive Director (Strategy, Change and Governance):

Stephen Meah-Sims

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21 May 2024

Dear Councillor

THE COUNCIL - MONDAY, 20TH MAY, 2024

Please find enclosed the following report(s) that were not available for the Council Meeting held on Monday, 20th May, 2024, when the agenda was printed.

Agenda No Item

3. **Administration for 2024/25 following May 2024 Local Authority Elections and associated matters (Pages 3 - 22)**

 Report of Executive Director (Strategy and Change)
4. **Appointment of Councillors and Substitutes to Regulatory and Scrutiny Committees, Licensing Sub-Committee C, Standards Committee and Audit Committee (Pages 23 - 38)**
6. **Appointment of Councillors and Substitutes to Traffic Regulations Working Party (Pages 39 - 40)**
7. **Appointments to Outside Bodies (Pages 41 - 48)**

Meeting: Council (Appointments)
Date: 20th May 2024
Classification: Part 1
Key Decision: N/A
Title of Report: **Administration for 2024/25 following May 2024 City Council Elections and associated matters**

Executive Director: Claire Shuter (Executive Director – Strategy & Change)
Report Authors: Susan Zeiss (Director Legal Services – Monitoring Officer) and Colin Gamble (Head of Democratic and Electoral Services).

1. Executive Summary

For the Council to:

- Note the details of the Political Groups, following the Local Elections held on 2nd May 2024;
- Note the details of the Cabinet and Cabinet Committee appointed by the Leader of the Council;
- Endorse the position regarding the Cabinet Working Parties and the Councillor Resource Panel.
- Endorse the Council's Constitution (which is on the internet), including the Scheme of Delegation in Part 3, Schedule 3.

2. Recommendations

2.1 To note that following the Local Elections held on 2nd May 2024, the make-up of the Council is as follows:

Labour Group	20
Conservative Group	18
Independent Group	5
Liberal Democrat Group	4
Green	2
Non-aligned	<u>2</u>
	<u>51</u>

2.2 To note the titles and responsibilities of Cabinet Members made by the Leader of the Council (to be circulated at the meeting), and that these changes will be reflected in an amendment to Schedule 1(a) of Part 3 to the Constitution.

- 2.3 To note the appointments to the Cabinet (and substitutes) made by the Leader of the Council, including the arrangements for the Deputy Leader (to be circulated at the meeting as List A).**
- 2.4 To note the appointments to the Cabinet Committee (and substitutes) made by the Leader of the Council (to be circulated at the meeting as List B).**
- 2.5 That Part 3 Schedule 2 of the Constitution be amended to reflect any changes needed to the Cabinet working parties and by the addition of the Councillor Resource Panel (terms of reference to be circulated at the meeting).**
- 2.6 That authority be delegated to the Chief Executive to confirm the appointments to the working parties, panels and forums etc in accordance with the nominations of the Group Leaders.**
- 2.7 To endorse the Council's Constitution, including the Scheme of Delegation in Part 3, Schedule 3.**

3. Background

- 3.1** In accordance with Article 7 in Part 2 of the Constitution and in accordance with the law, it is for the Leader of the Council to:
- Decide on the number of Cabinet Members and their titles and responsibilities.
 - Appoint the Cabinet Members (and substitutes).
 - Appoint the Cabinet Committee (and substitutes).
- 3.3** The Mayor has received a request from five Councillors (Cllrs Daniel Cowan, Anne Jones, Ian Gilbert, Matt Dent, Lydia Hyde) to call an Extraordinary Council Meeting to consider a motion of no confidence in the administration, to remove the current Leader of the Council and to elect a new Leader of the Council. The election of the new Leader, should this be necessary, is an item of business on the agenda for the Extraordinary Meeting which is scheduled to precede this meeting. It is therefore proposed that the Cabinet appointments with the respective responsibilities together with the Cabinet Committee appointments be circulated at the start of the Appointments Council meeting.
- 3.2** In terms of places on relevant Committees and Sub-Committees, these have been allocated on the basis of political proportionality to nominees of the 5 political groups on the Council; with the remaining places being allocated to the ungrouped councillors.

This matter, together with appointment of Chairs and Vice-Chairs, is dealt with at Agenda Items 4 and 5 and List C will be circulated at the meeting for the Council to agree.

- 3.3 In terms of appointments to Working Parties, Forums, Panels etc., these will also be allocated, by convention, on the basis of political proportionality to nominees of the political groups on the Council.
- 3.4 The Cabinet working parties should be linked to the functions of the respective Cabinet member and there may be changes to their responsibilities which will necessitate revisions to the existing working parties. It is proposed that the working parties be adjusted if needed to reflect the Cabinet portfolios. On 20th November 2023, the Cabinet received a report on the budget and agreed that a working group (to be titled “Councillor Resource Panel”) be established on a political proportionate basis to consider budget proposals for 2024/25 and future years. The terms of reference for this working group will be circulated at the meeting.
- 3.5 As there may be a number of changes needed to the working parties, it is recognised that it may be difficult for Group Leaders to put forward nominations at the meeting given that they will not have had sight of any revisions to the working party structure beforehand. In the circumstances, it is suggested that authority be delegated to the Chief Executive to confirm the appointments to the Cabinet working parties as well as other working parties, panels and forums etc in accordance with the nominations to be submitted by Group Leaders. However, as there is a special meeting of the Traffic Regulations Working Party scheduled for 30th May, it is proposed that the appointments be made to this working party at the Council meeting.
- 3.6 In terms of appointments to Outside Bodies, these will be dealt with by the Council and List E will be circulated at the meeting for Council to agree. Councillors are asked to be mindful that a comprehensive review of outside bodies was recently undertaken, and all the changes are reflected in the lists of bodies to which appointments are to be made.
- 3.7 In December 2009 the High Court handed down a judgement in a case involving Leeds City Council, which confirmed that the Council did have a valid Scheme of Delegation notwithstanding the fact that it did not confirm the Scheme on an annual basis. It would be prudent, however and is nevertheless recommended that the Council endorses the Council’s Constitution (which is on the Internet), including the Scheme of Delegation in Part 3, Schedule 3.

4. Financial Implications

- 4.1. As part of the budget setting process, provision has been made to meet the cost of the special responsibility allowances.

5. Appendices

- 5.1. The Committee lists referred to in the report will be circulated at the meeting.

6. Report Authorisation

This report has been approved for publication by:		
	Name:	Date:
S151 Officer	Joe Chesterton	10 th May 2024
Monitoring Officer	Susan Zeiss	10 May 2024
Executive Director(s)	Claire Shuter	10 th May 2024

JOINT ADMINISTRATION AGREEMENT BETWEEN THE LABOUR, INDEPENDENT AND LIBERAL DEMOCRAT GROUPS OF SOUTHEND-ON-SEA CITY COUNCIL

Preamble

Following the local elections held on 2 May 2024 no party or group achieved an overall majority on the Southend-on-Sea City Council (“the Council”).

The challenges facing Southend-on-Sea and the Council require the Council to have strong leadership and a stable political environment to ensure that we:

- secure the council’s long-term financial future with a priority on transformation;
- invest in a safer Southend with better roads, pavements, street cleaning and policing;
- improve Southend’s environment and biodiversity;
- provide the best adults and children’s services possible;
- promote fairness for all residents and reduce inequalities;
- provide opportunities for economic growth, culture and tourism;
- respect the diversity, culture and heritage of our city

The “Signatories” to this Agreement comprise the Labour, Independent and Liberal Democrat Groups on the Council and includes all those who have appended their signatures hereto.

This Agreement sets out broad agreement reached between the Signatories and will form the basis of the Joint Administration and will enable the Signatories to work together as a strong and stable local government administration for Southend-on-Sea City.

Terms of Agreement

Terms of this Agreement. The Signatories agree:

- To form a Joint Administration with a Cabinet of 9 members, which is reduced from the previous Administration’s 10 members, comprising:
 - 7 Labour
 - 1 Liberal Democrat
 - 1 Independent
- That the statutory role of Leader of the Council will be taken by the Leader of the Labour Group, who will provide regular briefings to the Mayor as per Article 5 of the constitution.
- That major decisions within the Joint Administration will be made collaboratively with Cabinet and Signatories to this Agreement.
- To respect each other's commitment to the principles under which they respectively operate.
- To support the Joint Administration on votes of confidence and votes to ensure that a balanced budget is passed.
- To support all nominations submitted by the Joint Administration for appropriate appointments to Council bodies and outside bodies.
- To work together on the basis of the principles of honesty, openness and transparency and in collaboration.
- To promote strong working relationships with Council Officers based on mutual trust and respect and delivery of operational objectives.
- To act in the best interests of the City of Southend-on-Sea and its residents and businesses reflecting their views and with the aim of building a city we can all be proud of.
- To focus on outcome and performance delivery, and progressing the Joint Administration’s policy objectives where practicable, affordable, and in the best interests of the City and to plan accordingly.

Policy Development and Strategic Objectives:

Infrastructure and Corporate Strategy

- Deliver an ambitious programme of investment in improving the safety of our pavements and roads.
- Investigate and progress safety and air quality improvements at Cuckoo Corner.
- Explore traffic calming measures around schools and residential areas such as 20MPH zones, where supported by results of a consultation, looking at known hotspots to include, but not be limited to, the area around Southchurch Park, Burges Estate, and Canewdon Road.
- Progress School Streets from the last tranche at Eastwood Primary, Prince Avenue Academy, and Bournemouth Park Academy where practicable and develop new tranches where practicable to include, but not be limited to, Edwards Hall School, Heycroft School, Darlington School and Eastwood Academy.
- Investigate safety improvements to known hotspots to include, but not be limited to, Whitehouse Road, Elm Road, Wakering Road, Bellhouse Road, Marine Parade, and Cliff Parade.
- Review the parking arrangements across strategic shopping, tourist, and commuter locations to combat parking stress to include, but not be limited to, investigating the addition of a deck at Elm Road, Leigh, Car Park, implementing, seeking additional paid for parking spaces along the Sea Front and progressing sensible parking policies that work for Southend to protect and expand free parking along Eastern Esplanade and Leigh Broadway.
- Seek to enhance or introduce resident parking zones in known stress areas, and improve consultation with residents on parking matters to include the completion of partial Controlled Parking Zones and review of the Educational Permit within these Zones.
- Enhance the Southend Pass offer and proactively promote and advertise its uses and benefits.
- Explore affordable commuter parking along Belton Way (East and West) as part of the expansion of the Southend Pass offer.
- Introduce off-season parking charges and re-evaluate the parking zones to better delineate areas of high visitor demand and areas used more by residents.
- To progress the proposed bus route from Airport Business Park to Leigh following the route agreed by group leaders, portfolio holders, members, and officers.
- To progress Transformation, drive operational performance improvement, and modernise our services to realise savings, increase productivity, and improve the customer experience.
- Progress the CIL upgrade and refurbishment of cycle network as part of the capital programme.
- Progress the rollout of Electric Vehicle charging points in appropriate locations.

Planning and Housing

- Progress the development of a Local Plan with adequate infrastructure.
- Maximise the delivery of genuinely affordable housing.
- Foster community-led regeneration and reduce homelessness numbers.
- Develop a policy to uphold covenants and prevent development in parks without consultation. Removal/ relocation of any unauthorised installation such as at Southchurch Park East.
- Implement a 'majority' process for using CIL money to end the undemocratic process of vetoing.

Children, Young People and SEND

- Drive improvements in Children's services in a family centred way.
- Maintain our commitment to school improvement.
- Explore the creation of a fully accessible playground and continue the upgrade and expansion of accessible play equipment in all parks and play area.

Regeneration, Major Projects, and Regulatory Services

- Progress the Fossetts Farm development in a way that protects the council's long-term financial interests whilst delivering much needed new homes.
- Progress a workable plan for the Better Queensway regeneration scheme. This is to include all Council owned neighbouring sites.
- Deliver on major regeneration projects to support jobs, growth and opportunity.
- Progress a constitutional review to align with modern authorities and remove conflicts and contradictions to ensure effective and efficient governance.

Culture, Tourism, and Business

- Promote the cultural and tourism life of the City, developing an events programme with an objective of reaching 20 weeks of events on the pier each year and at least 6 major events across the city, beaches, and parks each year.
- Explore the possibility of a seafront outdoor gym.
- Promote the use of commercial spaces for community benefit such as Age Concern's bid to purchase Havens and community interest company ventures such as the Ironworks.
- Work towards the reopening of the Kursaal and a sustainable future for the building.
- Work towards reintroducing modern versions of permanent attractions such as the Illuminations and seasonal events such as Southend in Bloom, and increase support for business-led events such as the Fireworks and council-led events such as the park concerts.
- Support and sustain the Museum Service, to realise its potential as a regional centre.

Climate, Environment, and Waste

- Introduce a free bulky waste collection service, looking to authorities like Medway for examples.
- Resolve the inherited waste contract issues to ensure an effective, efficient, and quality service.
- Introduce and expand on a 'cut and collect' method of verge management.
- Explore better uses of the Parks Nursery site.
- Deliver on the aims of the Better Play Motion (2022) to improve play equipment across parks and play areas across the city, including those on the foreshore such as East Beach.
- Complete the overdue upgrade of parks and play areas such as, but not limited to, Milton Gardens with a view to making spaces dual purpose for multi-sports.
- Explore alternatives to the use of herbicides in public spaces as soon as possible.

Social Care and Healthier Communities

- To provide an integrated and efficient, caring, safe and collaborative social service, accessible to all.
- Prioritise and deliver the long-awaited Health Centre in Shoebury.

Finance, Assets, and Investments

- Introduce zero-based budgeting and make this standard practice within the organisation.
- Explore investment opportunities to enhance public assets such as Gypsy Bridge, Belvedere Shelter, and Sun Shelter in Leigh-on-Sea.
- Explore the potential for the development of a multi-use community space on the site of the demolished cricket pavilion in Southchurch Park and future community use of the former Leigh Police Station.
- Guarantee the retention of Southend-on-Sea City Council ownership of Leigh Library and Gardens, and Leigh Community Centre.
- Seek to increase grants awarded to Southend.

Community Safety

- Improve delivery of CCTV, increase investment in the Community Safety Team, and to continue to press for greater policing resources in the City.
- Explore the potential to increase public toilet provision around Southend, including along Eastern Esplanade and the Sea Front.

3.1 It is agreed by the Signatories that:

(a) they will support all nominations submitted by the Joint Administration for appointments to Council bodies and outside bodies

(b) they will support the Joint Administration in respect of its Budget proposals and on any confidence motion

(c) this Agreement shall constitute the whole agreement between the Signatories and will form and be informed by the Council's strategic plans and objectives

(d) this Agreement shall be reviewed on an annual basis

(e) this Agreement will allow other Signatories to join the Agreement, if the majority of the then current Signatories agree. Should this be a tied decision, the then current Leader will have a casting vote.

This Agreement has been signed by all individual members of the Signatories to confirm their agreement, this 17th day of May 2024.

Signatories from the Labour Group –

Daniel Cowan
Anne Jones
Sam Allen
Martin Berry
Margaret Borton
Laurie Burton
Matthew Dent
Madison Faulkner-Hatt
Irene Ferguson
Ian Gilbert
Lydia Hyde
Pam Kinsella
Gabriel Leroy
Shahid Nadeem
Cheryl Nevin
Jane Norman
Mandy O'Connor
Donna Richardson
Kevin Robinson
Maxine Sadza

Signatories from the Independent Group –

Susan Badger
Martin Terry
Steve Wakefield
Nick Ward

Signatories from Liberal Democrat Group –

Paul Collins
Rob McMullan
Carole Mulroney
Dave Poulton

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Schedule 1(a) – The Portfolios

1. INFRASTRUCTURE AND CORPORATE STRATEGY (LEADER)

- Car Parks and All Car Parking Matters
- Highways, Structures, Sea Defences, and Engineering
- Passenger Transport / Vehicle Fleet
- Transport (Including Transport Policy and Licensing)
- Emergency Planning & Business Continuity
- Oversight of Joint Ventures and Companies
- Corporate Planning and Strategic Direction
- Transformation and Corporate Project Management
- Corporate Governance
- Media and Communications
- Digital and Technology
- National and Regional Affairs

2. PLANNING, HOUSING, AND THE LOCAL PLAN (DEPUTY LEADER)

- Development Management and Building Control
- Local Plan and Planning Policy
- Homelessness and Rough Sleeping
- Housing Strategy, Management and Development
- Regional Housing Boards and RSLs
- Conservation and Heritage

3. CHILDREN, YOUNG PEOPLE, AND SEND

- Statutory Lead for Children's Services
- Home to School Transport Contract
- SEND
- A Better Start Southend
- Children's Safeguarding
- Children's Services
- Family Centre, Early Years and Childcare
- Schools, Education and Learning
- Youth and Connexions
- Youth Justice Service
- Youth Offending Service

4. CLIMATE, ENVIRONMENT AND WASTE

- Air Quality Improvement
- Parks, Open Spaces, and Grounds Maintenance
- Street scene and cleansing
- Climate action and carbon reduction
- Marine and Maritime Affairs
- Recycling and waste management
- Cemeteries and Crematoria

5. COMMUNITY SAFETY

- Public Toilets
- Community Safety, CCTV, Police Liaison, and PSPOs
- Adult and Community Learning
- Councillor Development
- Health and Safety (Internal)
- Customer Contact
- Human Resources
- Learning And Workforce Development

6. CULTURE, TOURISM, AND BUSINESS

- Business Growth and Economic Development
- Tourism, place branding, and marketing
- Pier And Foreshore
- Sport Development
- Town Centre Management
- Museums, Galleries, Theatres, and Libraries
- Community Assets, Cohesion and Engagement

7. FINANCE, ASSETS, AND INVESTMENTS

- Public Transport and Concessionary Fares
- Corporate Procurement
- Corporate Budget and Resources Planning
- Risk Management
- Audit
- Council Tax and Business Rates
- Financial Services
- Housing Benefit
- Property and Asset Management
- Grants and Inward Investments

8. REGENERATION AND MAJOR PROJECTS

- Queensway Development
- Major Capital Programmes
- Levelling Up Fund
- Regulatory Services, Private Sector Housing Standards and Grants
- Regeneration
- Democratic Services, Civic Affairs, and Constitutional Matters
- Registration Services
- Performance Delivery
- Legal Services and Land Charges
- Partnership Performance Delivery

9. SOCIAL CARE AND HEALTHIER COMMUNITIES

- Adult Social Care
- Commissioning
- Mental Health Services
- Occupational Therapy
- Health and Well-being Board / Partnership
- Health Inequalities (Strategic Lead)
- Health Integration (SE Essex Alliance)
- Domestic Abuse
- Drugs and Alcohol Service
- Public Health
- Equality & Diversity

Schedule 1(b) – Joint Arrangements

1. The Council has entered into the following joint arrangements:
 - (a) The Health & Wellbeing Board and related partnership arrangements
 - (b) Southend Community Safety Partnership
 - (c) South East Local Enterprise Partnership
 - (d) Parking & Traffic Regulations Outside London Adjudication Joint Committee (PATROLAJC)
 - (e) Joint Independent Remuneration Panel (with Thurrock Council)
 - (f) Rochford & Southend-on-Sea Area Action Plan Committee (re Airport)
 - (g) Essex Waste Partnership
 - (h) Essex and Southend Joint Waste Project Board
 - (i) The Association of South Essex Authorities (ASELA)

2. The Cabinet has delegated power to enter or vary any joint arrangements dealing with executive functions.

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List A

Appointment of Cabinet Members, substitutes and details of Portfolios

Portfolio	Cabinet Member	Substitute (S.O.31.7)
Leader – Infrastructure and Corporate Strategy	Cllr Cowan	Cllr Collins
Deputy Leader – Planning and Housing	Cllr A Jones	Cllr Gilbert
Children, Young People, and SEND	Cllr Burton	Cllr Hyde
Regeneration, Major Projects and Regulatory Services	Cllr Gilbert	Cllr Dent
Culture, Tourism and Business	Cllr Dent	Cllr Terry
Climate, Environment and Waste	Cllr Hyde	Cllr A Jones
Social Care and Healthier Communities	Cllr Sadza	Cllr Burton
Finance, Assets and Investments	Cllr Collins	Cllr Cowan
Community Safety	Cllr Terry	Cllr Sadza

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Appointment of Cabinet Committee and substitutes

	Member	Substitute
Chair	Cllr Cowan	Other Cabinet Members
Vice-Chair	Cllr Dent	Other Cabinet Members
Member	Cllr Hyde	Other Cabinet Members

(3 Cabinet Members)

(Chair and Vice Chair must be the Chair and Vice Chair of the Traffic Regulations Working Party)

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SCRUTINY AND REGULATORY COMMITTEES
AND LICENSING SUB-COMMITTEE C
PLUS COUNCIL COMMITTEES (AUDIT AND STANDARDS)

POLICY & RESOURCES SCRUTINY COMMITTEE
 (No Cabinet Members)

4

Party	Members	Total 17	Substitutes
CON	Cllr David Garston Cllr James Courtenay Cllr Daniel Nelson Cllr Fay Evans Cllr Judith McMahon Cllr Nigel Folkard	6	All (Except Cabinet Members)
LAB	Cllr Kevin Robinson Cllr Irene Ferguson Cllr Cheryl Nevin Cllr Margaret Borton Cllr Madi Faulkner-Hatt Cllr Sam Allen Cllr Martin Berry	7	All (Except Cabinet Members)
LD	Cllr Rob McMullan	1	All (Except Cabinet Members)
IND	Cllr Nick Ward Cllr Steven Wakefield	2	All (Except Cabinet Members)
GR	Cllr Richard Longstaff	1	Cllr Stuart Allen
Non-aligned		0	

PLACE SCRUTINY COMMITTEE
(No Cabinet Members)

Party	Members	Total 17	Substitutes
CON	Cllr Colin Campbell Cllr Darryl Jones Cllr Kevin Buck Cllr Tony Cox Cllr Jack Warren Cllr Alan Dear	6	All (Except Cabinet Members)
LAB	Cllr Mandy O'Connor Cllr Irene Ferguson Cllr Shahid Nadeem Cllr Sam Allen Cllr Margaret Borton Cllr Jane Norman	6	All (Except Cabinet Members)
LD	Cllr Carole Mulroney	1	All (Except Cabinet Members)
IND	Cllr Susan Badger Cllr Steven Wakefield	2	All (Except Cabinet Members)
GR	Cllr Richard Longstaff	1	Cllr Stuart Allen
Non-aligned	Cllr Kathy Murphy	1	

PEOPLE SCRUTINY COMMITTEE
(No Cabinet Members)

Party	Members	Total 17+9	Substitutes
CON	Cllr James Moyies Cllr Meg Davidson Cllr Lesley Salter Cllr Owen Cartey Cllr Steve Habermel Cllr John Harland	6	All (Except Cabinet Members and Members of the Health and Wellbeing Board)
LAB	Cllr Cheryl Nevin Cllr Donna Richardson Cllr Mandy O'Connor Cllr Madi Faulkner-Hatt Cllr Shahid Nadeem Cllr Jane Norman Cllr Pamela Kinsella	7	All (Except Cabinet Members and Members of the Health and Wellbeing Board)
LD	Cllr Dave Poulton	1	All (Except Cabinet Members and Members of the Health and Wellbeing Board)
IND	Cllr Susan Badger	1	All (Except Cabinet Members and Members of the Health and Wellbeing Board)
GR	Cllr Stuart Allen	1	Cllr Richard Longstaff
Non-aligned	Cllr Kathy Murphy	1	
	<u>Statutory Co-opted Members:</u> Church of England Diocese – Revd. Canon Louise Williams (Voting on education matters only) Roman Catholic Diocese – VACANT (Voting on education matters only) Parent Governors –	4	No nomination received from Roman Catholic Diocese

JOINT HEALTH OVERVIEW AND SCRUTINY COMMITTEE

(No Cabinet Members)

(NB: Councillors and substitutes must be selected from the Members of the People Scrutiny Committee).

Councillors appointed to the Joint HOSC must be prepared to attend daytime meetings and travel to Essex County Council offices/other locations.

The joint committee will elect a Chair and Vice-Chair at its first meeting.

Party	Members	Total 4	Substitutes (x2)
CON	Cllr James Moyies Cllr Lesley Salter	2 & 1 Sub	Cllr Meg Davidson
LAB	Cllr Mandy O'Connor Cllr Donna Richardson	2 & 1 Sub	Cllr Jane Norman

APPEALS COMMITTEE (A)
(No Cabinet Members)

Party	Members	Total	Substitutes
CON	Cllr Alan Dear Cllr Fay Evans Cllr Judith McMahon	3	All (Except Cabinet Members)
LAB	Cllr Jane Norman (Chair) Cllr Shahid Nadeem (Vice-Chair) Cllr Margaret Borton	3	All (Except Cabinet Members)
LD		0	
IND	Cllr Sue Badger	1	All (Except Cabinet Members)
GR		0	
Non-aligned		0	

APPEALS COMMITTEE (B)
(No Cabinet Members)

Party	Members	Total	Substitutes
CON	Cllr Owen Cartey Cllr John Harland Cllr Meg Davidson	3	All (Except Cabinet Members)
LAB	Cllr Martin Berry (Chair) Cllr Sam Allen (Vice-Chair) Donna Richardson	3	All (Except Cabinet Members)
LD	Cllr Carole Mulroney	1	All (Except Cabinet Members)
IND		0	
GR		0	
Non-aligned		0	

THE APPOINTMENTS AND DISCIPLINARY COMMITTEE

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

NOTE: The maximum number of Cabinet Members is 3

Party	Members	Total	Substitutes
		7	
CON	Cllr Tony Cox Cllr Daniel Nelson	2	All
LAB	Cllr Daniel Cowan (Chair) Cllr Mandy O'Connor Cllr Donna Richardson	3	All
LD	Cllr Paul Collins	1	Cllr Carole Mulroney
IND	Cllr Martin Terry	1	All
GR		0	
Non-aligned		0	

DEVELOPMENT CONTROL COMMITTEE

Party	Members	Total 17	Substitutes
CON	Cllr David Garston Cllr Steve Habermel Cllr Fay Evans Cllr Alan Dear Cllr John Harland Cllr Nigel Folkard Cllr Kevin Buck	7	All
LAB	Cllr Margaret Borton (Vice-Chair) Cllr Martin Berry Cllr Anne Jones Cllr Matt Dent Cllr Jane Norman Cllr Irene Ferguson	6	All
LD	Cllr Carole Mulroney Cllr Dave Poulton	2	All
IND	Cllr Nick Ward (Chair)	1	All
GR	Cllr Richard Longstaff	1	Cllr Stuart Allen
Non-aligned		0	

GENERAL PURPOSES COMMITTEE

Party	Members	Total 9	Substitutes
CON	Cllr Tony Cox Cllr Daniel Nelson Cllr James Moyies	3	All
LAB	Cllr Mandy O'Connor (Chair) Cllr Kevin Robinson (Vice-Chair) Cllr Pamela Kinsella Cllr Madi Faulkner-Hatt	4	All
LD	Cllr Rob McMullan	1	All
IND	Cllr Nick Ward	1	All
GR		0	
Non- Aligned		0	

LICENSING COMMITTEE

Party	Members	Total 15	Substitutes
CON	Cllr Jack Warren Cllr Alan Dear Cllr John Harland Cllr Fay Evans Cllr Steve Habermel	5	All
LAB	Cllr Donna Richardson (Vice-Chair) Cllr Shahid Nadeem Cllr Jane Norman Cllr Margaret Borton Cllr Martin Berry Cllr Maxine Sadza Cllr Madi Faulkner-Hatt	7	All
LD	Cllr Carole Mulroney	1	All
IND	Cllr Steven Wakefield (Chair)	1	All
GR	Cllr Stuart Allen	1	Cllr Richard Longstaff
Non-aligned		0	

LICENSING SUB-COMMITTEES A & B

To be drawn from the Members of Licensing Committee as required

LICENSING SUB-COMMITTEE C

Party	Members	Total 8	Substitutes
CON	Cllr John Harland Cllr Alan Dear Cllr Fay Evans	3	All
LAB	Cllr Donna Richardson Cllr Martin Berry Cllr Shahid Nadeem	3	All
LD	Cllr Carole Mulronev	1	All
IND	Cllr Steven Wakefield	1	All
GR		0	
Non-aligned		0	

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

COUNCIL COMMITTEES

AUDIT COMMITTEE

(Note: To include not more than one Cabinet Member, who should not be the Leader. The Chair shall not be a Cabinet Member)

Party	Members	Total 9+1	Substitutes
CON	Cllr Meg Davidson Cllr Steve Habermel Cllr Tony Cox	3	All (Except Cabinet Members)
LAB	Cllr Mandy O'Connor (Vice-Chair) Cllr Shahid Nadeem Cllr Kevin Robinson Cllr Sam Allen	4	All (Except Cabinet Members)
LD	Cllr Rob McMullan (Chair)	1	All (Except Cabinet Members)
IND	Cllr Martin Terry	1	All (Except Cabinet Members)
GR		0	
Non-aligned		0	
	Independent Co-opted member (Non-voting): VACANT	1	

STANDARDS COMMITTEE

Party	Members	Total 9+4	Substitutes
CON	Cllr James Moyies Cllr Kevin Buck Cllr James Courtenay	3	All
LAB	Cllr Kevin Robinson (Chair) Cllr Shahid Nadeem Cllr Sam Allen	3	All
LD	Cllr Paul Collins (Vice-Chair)	1	Cllr Carole Mulroney
IND	Cllr Martin Terry	1	All
GR		0	
Non-aligned	Cllr Kathy Murphy	1	
	2 Leigh-on-Sea Town Council nominees (non-voting):	2	
	2 Independent persons: J Tetley and J Morgan (Observers).	2	

NB: Standards Committees complies with the requirements of the LOCALISM ACT 2011.

HEALTH AND WELLBEING BOARD

(The Chair shall be the Leader or such other Cabinet Member as he shall appoint)

(Note: The Membership should include the Cabinet Member with the responsibility for Health. Members of the People Scrutiny Committee / Joint HOSC / the Scrutiny Committee with the responsibility for Health Scrutiny should not be appointed to the Board)

Party	Members	Total 6	Substitutes
CON	Cllr Nigel Folkard Cllr Judith McMahon	2	All
LAB	Cllr Maxine Sadza Cllr Margaret Borton Cllr Irene Ferguson	3	All
LD	Cllr Paul Collins	1	All
IND		0	
GR		0	
Non-aligned		0	

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TRAFFIC REGULATIONS WORKING PARTY

(Must include the 3 Cabinet Members of Cabinet Committee)

(Chair and Vice Chair must be the Chair and Vice Chair of the Cabinet Committee)

6

Party	Members	Total 12	Substitutes
CON	Cllr Kevin Buck Cllr Tony Cox Cllr James Moyies Cllr David Garston	4	
LAB	Cllr Daniel Cowan (Chair) Cllr Matt Dent (Vice-Chair) Cllr Lydia Hyde Cllr Sam Allen Cllr Shahid Nadeem	5	All eligible
LD	Cllr Dave Poulton	1	Any member of the LD Group permitted
IND	Cllr Steven Wakefield	1	
GR		0	
Non-aligned	Cllr Stephen Aylen	1	

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APPOINTMENTS TO OUTSIDE BODIES

No.	Title	Group	Number of appointments	Appointee(s)	Notes
1.	Age Concern	Other Body	1 x Councillor	1. Cllr Maxine Sadza	
2.	Chair of Audit Committees Forum - Eastern Region	Regional Body	1 x Councillor (who is appointed to Chair of Audit)	1.Cllr Rob McMullan	To be Chair of the Audit Committee
3.	Citizens Advice	Other Body	1 x Councillor	1. Cllr Shahid Nadeem	
4.	Essex Heritage Trust	Other Body	1 x Councillor	1. Cllr Carole Mulrone	Annual meeting held once a year. Trustees meet 3 times a year. Required to attend daytime meetings and travel across Essex locations.
5.	Homeless Action Resource Project (HARP)	Other body	1 x Councillor	1. Cllr Irene Ferguson	
6.	Kent & Essex Inshore Fisheries and Conservation Authority	Other Regional Body	1 x Councillor	1. Cllr Lydia Hyde	4 meetings per year, normally 4 hours each. Meetings are held in the daytime - January, May, September and November.
7.	Local Government Association General Assembly	LGA Body	4 x Councillors (1 of which to be the Leader)	1. Leader of the Council 2. Cllr Ian Gilbert 3. Cllr Paul Collins 4. Cllr James Moyies	The Leader of the Council must be one of the appointed Members – 3 appointments remain to be appointed.



APPOINTMENTS TO OUTSIDE BODIES

8.	London Southend Airport Consultative Committee	Partner Organisation	4 x Councillors (1 of which to be Cabinet Member)	1. Cabinet Member 2. Cllr Jane Norman 3. Cllr Donna Richardson 4. Cllr Robert McMullan	3 Councillors to be appointed. Meets each quarter. 4 meetings per year, held between 2pm-4pm.
9.	Safe Steps	SCC Commissioned Provider	1 x Councillor	1. Cllr Mandy O'Connor	
10.	South Essex Advocacy Services (SEAS)	Other Body	1 x Councillor	1. Cllr Sam Allen	
11.	South Essex Alliance of Landlords and Residents (SEAL)	Other Body	1 x Councillor	1. Cllr Martin Berry	
12.	South Essex Homes Board	Trading Company	3 x Councillors (1 of which to be the relevant Cabinet Member)	1. Cabinet Member 2. Cllr Margaret Borton 3. Cllr Jane Norman	2 Councillors to be appointed (as the other position is held by Cabinet Member).
13.	Southend Boys and Southend Girls Choir Trust	Other Body	1 x Councillor	1. Cllr Anne Jones	
14.	Southend-on-Sea Forum Management Ltd	Joint Venture	2 x Councillors (1 of which to be Cabinet Member)	1. Cabinet Member 2. Cllr Sam Allen	1 Councillor to be appointed.

APPOINTMENTS TO OUTSIDE BODIES

15.	Southend Pier Museum Trust	Other Body	1 x Councillor	1. Cllr Matt Dent	
16.	Southchurch Hall Inspirational Parkers (S.H.I.P)	Other Body	1 x Councillor	1. Cllr Irene Ferguson	

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APPOINTMENTS TO OUTSIDE BODIES (Cabinet Member / Shadow Portfolio Holder appointments only)

No.	Title	Group	Number of appointments	Notes
1.	A Better Start Southend Partnership Board	Partner Organisation	1 x Councillor, 4 x Officers	Relevant Cabinet Member
2.	Anglian Eastern Regional Flood Coastal Committee	Other Regional Body	1 x Councillor	Relevant Cabinet Member
3.	East of England LGA Local Government Employers Panel	LGA Body	2 x Councillors	The Leader of the Council and relevant Cabinet Member should be appointed to this position.
4.	East of England Local Government Association	LGA Body	1x Councillor 1 x Substitute	The Leader of the Council should be appointed to this position with Deputy Leader as substitute.
5.	East of England Strategic Authority Leaders Group	East of England Body	1x Councillor, 1 x Substitute, 1 x Officer	The Leader of the Council should be appointed to this position. The Deputy Leader to be substitute.
6.	Essex Pension Fund Strategy Board	Wider Essex Body	1 x Councillor	Relevant Cabinet Member
7.	Essex Waste Partnership Board	Wider Essex Body	1 x Councillor	Relevant Cabinet Member
8.	Essex Leaders and Chief Executives (ELCE)	Wider Essex Body	1x Councillor, 1 x Substitute 1 x Officer	Leader Deputy Leader (Substitute) Chief Executive (or deputy)
9.	Essex Partnership University NHS Foundation Trust (EPUT)	NHS Body	1 x Councillor	Relevant Cabinet Member
10.	Essex Police, Fire and Crime Panel	Wider Essex Body	1 x Councillor	Relevant Cabinet Member

APPOINTMENTS TO OUTSIDE BODIES (Cabinet Member / Shadow Portfolio Holder appointments only)

11.	Local Government Association Coast Special Interest Group (SIG)	LGA body	1 x Councillor, 1 x Officer	Relevant Cabinet Member
12.	Local Government Association General Assembly	LGA Body	4 x Councillors	The Leader of the Council must be one of the appointed Members.
13.	Local Government Association Urban Commission	LGA Body	1 x Councillor, 1 x Officer	Relevant Cabinet Member
14.	London Southend Airport Consultative Committee	Partner Organisation	4 x Councillors, 2 x Officers	Relevant Cabinet Member to be one of the appointed members.
15.	Mid and South Essex Integrated Care Partnership	NHS body	1 x Councillor	Relevant Cabinet Member
16.	PATROL (Parking and Traffic Regulations Outside London) Adjudication Joint Committee	Other Body	1 x Councillor	Relevant Cabinet Member
17.	South Essex Councils	Regional body	1 x Councillor, 1 x Substitute	Leader of the Council. Deputy Leader as Substitute.
18.	South Essex Homes Board	Trading Company	3 x Councillors	Relevant Cabinet Member
19.	Southend Association of Voluntary Services	Other Body	1 x Councillor	Relevant Cabinet Member
20.	Southend City Business Improvement District	Partner Organisation	1 x Councillor	Relevant Cabinet Member

APPOINTMENTS TO OUTSIDE BODIES (Cabinet Member / Shadow Portfolio Holder appointments only)

21.	Southend Business Partnership Executive Committee	Other Body	1 x Councillor	Relevant Cabinet Member
22.	Southend Community Safety Partnership Board	Other Body	1 x Councillor	Relevant Cabinet Member
23.	Southend Education Board (shortly to be renamed to Schools Forum)	Partner Organisation	1 x Councillor	Relevant Cabinet Member
24.	Southend SEND Independent Forum (SSIF)	Other Body	2 x Councillors	Relevant Cabinet Member Shadow Cabinet Member
25.	Southend-on-Sea Forum Management Ltd	Joint Venture	2 x Councillors	Relevant Cabinet Member
26.	Southend Strategic Business Partnership (Essex Chambers of Commerce)	Other Body	2 x Councillors	Attended by Leader and relevant Cabinet Member (not as formal board members)
27.	Southend Strategic Safeguarding Board - Adults	Other Body	1 x Councillor	Relevant Cabinet Member as a participant observer only.
28.	Southend Strategic Safeguarding Board - Children	Other Body	1 x Councillor	Relevant Cabinet Member as a participant observer only.
29.	Southend Tourism Partnership	Other Body	1 x Councillor	Relevant Cabinet Member
30.	Southend Local Bus Forum	Other Body	2 x Councillors	Relevant Cabinet Member Shadow Portfolio Holder

APPOINTMENTS TO OUTSIDE BODIES (Cabinet Member / Shadow Portfolio Holder appointments only)

31.	Southend Local Bus Board	Other Body	2 x Councillors	Relevant Cabinet Member Shadow Portfolio Holder
32.	Transport East	Other Body	2 x Councillor	Attended by Leader and relevant Cabinet Member (not as formal board members)