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## SOUTHEND-ON-SEA CITY COUNCIL

### Meeting of Association of South Essex Local Authorities (ASELA) - Joint Committee

**Date: Thursday, 27th July, 2023**

**Place: Basildon Council Offices**

**Present:** Councillor Andrew Jefferies – Thurrock  
Councillor Barry Aspinall – Brentwood  
Councillor Dave Blackwell – Castle Point  
Councillor Meg Davidson – Southend  
Councillor James Newport – Rochford

**In Attendance:** Scott Logan – Basildon  
Robert Harris – Southend  
Elizabeth Helm – Southend  
Ian Butt - Castlepoint

**Start/End Time:** 09.30am – 09.37am

#### **1 Apologies for Absence**

Apologies for absence were received from Councillors Cox (substitute: Cllr Davidson), Mason (substitute: Cllr Newport), Baggott and Bentley.

#### **2 Appointment of the ASELA Chair and Vice Chair**

Resolved:

That Councillor Andrew Jefferies be appointed Chair for the 2023/24 Municipal Year.

#### **3 Appointment of ASELA Vice Chair**

Resolved:

That Councillor Andrew Baggott be appointed Vice-Chair for the 2023/24 Municipal Year.

#### **4 Minutes of Previous Meeting**

Resolved:

That the minutes of the meeting of the Committee held on Thursday, 23<sup>rd</sup> March 2023 be confirmed as a correct record.

#### **5 Review of Governing Documents**

The Joint Committee considered a report presenting the Governing documents for review.

The Joint Committee suggested that the ASELA logo/brand should be changed to the Association of South Essex Council's (ASEC). S Logan confirmed that this would be looked at as part of the review of the Constitution and reported back to the Joint Committee in September.

The Joint Committee noted that the secretariat will write to all Leaders to seek named deputies/substitutes.

Resolved:

That the ASELA Joint Committee Governing documents, be approved and that no changes be required at this time.

**6 Accountable Body - to confirm that Southend Council shall act as accountable body for the Joint Committee for the 2023/24 year**

Resolved:

That it be confirmed that Southend-on-Sea City Council shall act as the accountable body for the Joint Committee for the 2023/24 year.

**7 Secretariat - to confirm that Southend Council shall act as Secretariat for the Joint Committee for the 2023/24 year**

Resolved:

That it be confirmed that Southend-on-Sea City Council shall act as Secretariat for the Joint Committee for the 2023/24 year.

**8 Agreement of 2023/24 Joint Committee Dates**

The Joint Committee noted that the dates for the remainder of the 2023/24 year will be advised in due course.

The Joint Committee suggested that future meetings alternate between the constituent authorities.

**Chair:** \_\_\_\_\_