

Southend-on-Sea City Council

Agenda
Item No.

Report of Executive Director
(Strategy, Change & Governance)

to
Council

on
19th May 2022

4

Report prepared by: Colin Gamble
(Head of Democratic Services)

Administration for 2022/23 following May 2022 City Council Elections and associated matters

Part 1 (Public Agenda Item)

1. Purpose of Report

For the Council to:

- Note the details of the Political Groups, following the Local Elections on 5th May 2022;
- Note the details of the new Cabinet and Cabinet Committee appointed by the Leader of the Council;
- Agree the subsequent changes to the Cabinet Working Parties in Part 3, Schedule 2 of the Constitution;
- To establish a new Armed Forces Working Party,
- 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 on 5th May 2022, the make-up of the Council is as follows:

- | | |
|---------------------------|-----------|
| • Conservative Group | 21 |
| • Labour Group | 16 |
| • Independent Group | 6 |
| • Liberal Democrat Group | 6 |
| • Non-aligned independent | <u>2</u> |
| | <u>51</u> |

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

- 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 a new Armed Forces Working Party be established with the terms of reference set out in **Appendix 1** and that Part 3, Schedule 2 to the Constitution be amended accordingly.
- 2.6 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).
- 3.2 In terms of places on relevant Committees and Sub-Committees, these will be allocated on the basis of political proportionality to nominees of the 4 political groups on the Council; with the remaining places being allocated to the non-aligned councillors.

This matter, together with appointment of Chairs and Vice Chairs, is dealt with at **Agenda Items 5 and 6** 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 4 political groups on the Council.

This matter, together with appointment of Chairs and Vice Chairs, is dealt with at **Agenda Items 7 and 8** and **List D** will be circulated at the meeting for the Council to agree.

- 3.4 It is recommended that a new working party be established (Armed Forces Working Party) for the purpose of the promotion and fulfilment of the Council's commitment to the Armed Forces Covenant. The terms of reference of the working party are set out in **Appendix 1**.
- 3.5 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. (**Agenda Item 9**).

- 3.6 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. Nevertheless, to be on the safe side it is 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. Background Papers

None

- 5. Appendix 1 – Terms of Reference of Armed Forces Working Party (New in Part 3 – Schedule 2 of the Constitution).**

3.12 Armed Forces Working Party

3.12.1 Membership

8 Councillors

Substitutes: Permitted in accordance with Standing Order 31

Proportionality: By convention political proportionality shall apply

The Chair shall be the Leader, or such other Cabinet Member as the Leader shall appoint. The Vice-Chair shall be appointed by the Leader.

Interested Parties (to be invited in a non-voting capacity on an ad-hoc basis as appropriate to the items on the Agenda):

1 representative from Southend branch of Soldiers, Sailors, Airmen and Families Association (SSAFA)

1 representative from Naval and Military Association/Royal Naval Association/British Legion

1 representative from Essex Army Cadets Force Southend Detachment

Advisory Capacity:

1 representative of Essex County Council

1 representative of Essex Armed Forces Covenant – liaison officer

3.12.2 Quorum

3 Councillors

3.12.3 Terms of Reference

- (a) The Working Party will act as the City lead for the promotion and fulfilment of its commitment to the Armed Forces Covenant.
- (b) To further the standard of the Armed Forces Covenant response at Southend-on-Sea City Council to improve to Gold Standard, to integrate throughout the organisation the recognition of the Covenant and the obligations it places on the City Council and to encourage businesses and organisations in Southend to support the Covenant.
- (c) To seek to work with and through voluntary, faith, social enterprise, community and business sector organisations to develop multi-agency, holistic and inclusive interventions and other support to the Armed Forces Community.
- (d) To assist where appropriate, external organisations in connection with Armed Forces Day events and other events as are appropriate.

- (e) To secure the sustainability and increase impact of the work of the Working Party by helping to identify alternative funding streams and sources.
- (f) To monitor and manage progress to attainment and maintenance of the Gold Standard.

3.12.4 Status of the meetings

Private

3.12.5. Reports to

The Cabinet.