

Supplementary Council Agenda



Epping Forest District Council

Council **Thursday, 28th May, 2015**

Place: Council Chamber, Civic Offices, High Street, Epping

Room: Council Chamber

Time: 7.30 pm

Committee Secretary: Council Secretary: Simon Hill
Tel: 01992 564249 Email:
democraticservices@eppingforestdc.gov.uk

9. REPORT OF THE APPOINTMENTS PANEL (Pages 3 - 22)

Report attached.

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Report to the Council

Committee: Appointments Panel

Date: 28 May 2015

Chairman: Councillor C Whitbread

Item: 9

1. Report of the Appointments Panel

Recommending:

(1) To note in accordance with regulation 8 of the Local Government (Committees and Political Groups) Regulations 1990, the constitution of political groups as set out Appendix 1 to this report;

(2) To note, in accordance with Article 7.03 of the Constitution, the continuation of Councillor C Whitbread as the Leader of the Council;

(3) To receive details of consequential appointments by the Leader for Cabinet members and Cabinet Subcommittees carrying out Executive functions (To be tabled);

(4) To approve the Membership, Chairmanship and Vice Chairmanship of Committees, Subcommittees and Panels (non-Executive bodies) as set out at Appendix 2 to this report with any outstanding nominations reported at the meeting;

(5) To confirm Group Representatives for the purposes of substitution notifications as follows:

G Waller – Conservative Group

(6) That Group representatives confirm appointments to be made to Overview and Scrutiny Panels to the Proper Officer by 28 May 2015;

(6) To note consequential appointments made by the Leader to Outside Organisations carrying out Executive functions as set out at Appendix 3 to this report; and

(7) To approve appointments to other Outside Organisations carrying out Council regulatory or non-Cabinet functions as set out at Appendix 3 to this report.

1. (Chairman of the Panel - Councillor C Whitbread) The Panel met on 15 and 21 May 2015 to consider nominations made by Groups and un-affiliated members to positions on:

(i) Chairman and Vice Chairman of Council (Item elsewhere on the Councils agenda);

- (ii) Leader; Deputy Leader and Cabinet members;
 - (iii) Chairmen; Vice-Chairmen and membership of Cabinet Subcommittees;
 - (iv) Chairmen; Vice-Chairmen and members of Committees and Sub-Committees (excluding Scrutiny Panels); Panels; Boards Working Groups and similar bodies;
 - (v) Outside body appointments; and
 - (vi) Political Group constitutions (Appendix 1).
2. The Panel noted that one nomination for the position of Vice Chairman of the Council had been received, that being for Councillor J Lea. This nomination is dealt with elsewhere on the Council agenda.
 3. The Panel was advised that proposals for the Cabinet remained unchanged for the coming year and Cabinet Subcommittee memberships were still under consideration. A separate schedule will be tabled by the Leader at the meeting.
 4. The Panel have been able to bring forward agreed nominations in respect of Committees, Subcommittees and Panels which are set out at Appendix 2. Any remaining anomalies are listed in the schedule and will be reported at the meeting. Members attention is drawn to additional requests to sit on the Overview and Scrutiny Committee. The Panel agreed that it was appropriate for this year that these requests should be accommodated by the Council. This Committee is required to be pro rata, any deviation would require no member of Council voting against it.
 5. We have been unable to conclude nominations to Scrutiny Panels so we are recommending that Panel Group representatives provide this information in time for the Overview and Scrutiny Committee meeting on 1 July 2014 which will make the formal appointments.
 7. We have received the proposals of the Leader for nominations to Outside Organisations carrying out Executive Functions and these are set out at Appendix 3 to this report
 8. We have also been able to agree nominations to Outside Bodies as detailed in Appendix 3. We are asking Council to confirm these appointments.
 9. We recommend as set out at the commencement of this report.

ANNUAL COUNCIL MEETING – 28 May 2015 CONSTITUTION OF POLITICAL GROUPS AND GROUP LEADERS

Local Government and Housing Act 1989 – Notice of Constitution of Political Groups and Group Leaders

To note in accordance with regulation 8 of the Local Government (Committees and Political Groups) Regulations 1990, the constitution of political groups as follows:

Conservative Group:

Councillor Chris Whitbread (Group Leader)

Councillor Syd Stavrou (Deputy Group Leader)

Councillor Nigel Avey

Councillor Susan Jones

Councillor Brian Rolfe

Councillor Richard Bassett

Councillor Helen Kane

Councillor Brian Sandler

Councillor Nigel Bedford

Councillor Sam Kane

Councillor Mary Sartin

Councillor Anthony Boyce

Councillor Paul Keska

Councillor Glynis Shiell

Councillor Heather Brady

Councillor John Knapman

Councillor David Stallan

Councillor William Breare-Hall

Councillor Yolanda Knight

Councillor Lesley Wagland

Councillor Gavin Chambers

Councillor Jeane Lea

Councillor Gary Waller

Councillor Kewal Chana

Councillor Alan Lion

Councillor Sylvia Watson

Councillor Anthony Church

Councillor Ann Mitchell

Councillor Elizabeth Webster

Councillor Ricki Gadsby

Councillor Maggie McEwen

Councillor Neville Wright

Councillor Anne Grigg

Councillor Gagan Mohindra

Councillor James Hart

Councillor Aniket Patel

Councillor Lynn Hughes

Councillor John Philip

Members 38

Liberal Democrats Group:

Group Leader – Councillor Jon Whitehouse Deputy Group Leader - Councillor Janet Whitehouse

Councillor B Surtees

Members 3

Loughton Residents' Association Group:

Councillor Ken Angold-Stephens (Group Leader) Councillor Caroline Pond (Deputy Group Leader)

Councillor Leon Girling

Councillor Robert Jennings

Councillor Howard Kauffman

Councillor Harvey Mann

Councillor Louise Mead

Councillor Chris Pond

Councillor Chris Roberts

Councillor Tracey Thomas

Councillor Sharon Weston

Councillor David Wixley

Members 12

United Kingdom Independence Party (UKIP) Group:

Councillor David Dorrell (Group Leader)

Councillor Rod Butler (Deputy Group Leader)

Members 2

Committee Appointments 2015-16

Appendix C

Area Plans Sub-Committee East (19 Members)						
		Conservatives	Liberal Democrats	LRA	UKIP	Independent/Other
Page 7 MEMBERSHIP 2015/16	Chairman/Vice-Chair	(Chair) S Jones (V/C) P Keska				
		N Avey	B Surtees			R Morgan
		N Bedford	J H Whitehouse			
		A Boyce	J M Whitehouse			
		H Brady				
		W Breare-Hall				
		T Church				
		A Grigg				
		S Jones				
		P Keska				
		M McEwen				
		J Philip				
		B Rolfe				
		D Stellan				
		C Whitbread				
		G Waller				

Area Plans Sub-Committee West (14 Members)

		Conservatives	Liberal Democrats	LRA	UKIP	Independent/Other
MEMBERSHIP 2015/16	Chairman/Vice-Chair	(Chair) Y Knight (V/C) A Mitchell				
		R Bassett			R Butler	
		R Gadsby			D Dorrell	
		L Hughes				
		H Kane				
		S Kane				
		Y Knight				
		J Lea				
		A Mitchell				
		M Sartin				
		G Shiell				
		S Stavrou				
		E Webster				

Area Plans Sub-Committee South (24 Members - subject to opt in)

		Conservatives	Liberal Democrats	LRA	Independent
MEMBERSHIP 2015/16	Chairman/Vice-Chair	(Chair) J Hart (V/C) N Wright			
		G Chambers		K Angold-Stephens	
		K Chana		B Jennings	
		J Knapman		H Kauffman	
		J Hart		H Mann	
		A Lion		L Mead	
		G Mohindra		C C Pond	
		A Patel		Mrs C P Pond	
		B Sandler		C Roberts	
		L Wagland		T Thomas	
		S Watson		S Weston	
		N Wright		D Wixley	

Opting-out for 2015/16: L Girling, S Murray, S Neville

Audit and Governance Committee (3 members plus 2 co-opted persons)					
		Conservatives	Liberal Democrats	LRA	Independent
MEM 2015/16	Chairman/Vice-Chair	Chairman appointed at first meeting of Committee			
		L Hughes		S Weston	
		J Knapman			

Constitution Working Group (11 members) *NEW					
		Conservatives	Liberal Democrats	LRA	Independent
MEMBERSHIP 2015/16	Chairman/Vice-Chair	M McEwen (Chairman) M Sartin (Vice-Chairman)	J H Whitehouse (Vice-Chair)		
		M McEwen	J H Whitehouse	C C Pond	D Dorrell
		A Mitchell		C P Pond	
		J Philip			
		M Sartin			
		D Stallan			
		G Waller			
		S Watson			

Note: Two nominations for Vice-Chairman of Constitution Working Group

District Development Management Committee (15 members)

		Conservatives	Liberal Democrats	LRA	UKIP
MEMBERSHIP 2015/16	Chairman/Vice-Chair	B Sandler (Chairman) B Rolfe (Vice-Chairman)		C C Pond (Vice-Chairman)	
		A Boyce	J M Whitehouse	B Jennings	R Butler (UKIP)
		H Brady		H Kauffman	
		J Hart		C C Pond	
		S Jones			
		J Knapman			
		Y Knight			
		A Mitchell			
		G Mohindra			
		B Rolfe			
		B Sandler			

Note: Two nominations for Vice-Chairman of District Development Management Committee

Housing Appeals and Review Panel (5 members and 5 substitutes)

		Conservatives	Liberal Democrats	LRA	Independent
MEMBERSHIP 2015/16	Chairman/Vice-Chair	B Rolfe (Chairman) A Mitchell (Vice-Chairman)			
		J Lea		L Mead	
		A Mitchell		T Thomas (Substitute)	
		B Rolfe			
		G Shiell			
		(Substitute) TBA			
		(Substitute) TBA			
	(Substitute) TBA				

Note: Three Conservative Group substitutes required for Housing Appeals & Review Panel

Joint Consultative Committee (9 members plus 9 staff side representatives)					
		Conservatives	Liberal Democrats	LRA	Independent
MEMBERSHIP 2015/16	Chairman/Vice-Chair	A Lion (Vice-Chairman)			
		S Kane	J H Whitehouse	L Girling	
		J Knapman		C Roberts	
		A Lion			
		G Shiell			
		D Stallan			
		G Waller			

Licensing Committee (15 members)						
		Conservatives	Liberal Democrats	LRA	UKIP	Independent
MEMBERSHIP 2015/16	Chairman/Vice-Chair			K Angold Stephens (Chairman)		
		N Bedford	B Surtees	H Mann	D Dorrell	R Morgan
		A Boyce		T Thomas		
		K Chana				
		R Gadsby				
		P Keska				
		A Lion				
		B Rolfe				
		M Sartin				
		G Shiell				
		TBA				
Sub-Committee Chairs (6)	A Boyce P Keska M Sartin	B Surtees	K Angold Stephens T Thomas	D Dorrell	R Morgan	

Note: Nomination for Vice-Chairman required for Licensing Committee

Note: One further Conservative Group nomination required for Licensing Committee

Note: 8 nominations for Chairmen of Licensing Sub-Committees

Overview and Scrutiny Committee (17 Members)

		Conservatives	Liberal Democrats	LRA	UKIP	Independent/Other
MEMBERSHIP 2015/16	Chairman/Vice Chair			K Angold Stephens (Vice Chairman)		R Morgan (Chairman)
		T Church	B Surtees	K Angold Stephens	D Dorrell	R Morgan
		S Kane		L Girling		S Murray
		P Keska		D Wixley		S Neville
		A Mitchell				
		G Mohindra				
		B Rolfe				
		G Shiell				
		M Sartin				
		TBA				

Note: One further Conservative Group nomination required for Overview & Scrutiny Committee

Staff Appeals Panel (5 members and 5 substitutes)

		Conservatives	Liberal Democrats	LRA	Independent
MEMBERSHIP 2015/16	Chairman/Vice Chair				
		G Chambers		L Mead	S Neville
		B Sandler		(Substitute) TBA	
		B Rolfe			
		L Hughes (Substitute)			
		A Mitchell (Substitute)			
	(Substitute) TBA				

Note: Nominations for Chairman & Vice-Chairman required for Staff Appeals Panel

Note: Two substitutes required for Staff Appeals Panel

Other Bodies

Local Highways Panel (7 District, 7 County members – ECC Chair)					
		Conservatives	Liberal Democrats	LRA	Independent
MEMBERSHIP 2015/16		R Bassett		L Mead	
		G Chambers			
		K Chana			
		T Church			
		P Keska			
		J Lea			

Leisure Management – Contract Monitoring Board (6 members)					
		Conservatives	Liberal Democrats	LRA	Independent
MEMBERSHIP 2015/16		G Chambers	J M Whitehouse		R Morgan
		H Kane			
		TBA			

Note: Two further member nominations required for Leisure Management Contract Monitoring Board

Leisure Management Portfolio Holder Advisory Group					
		Conservatives	Liberal Democrats	LRA	Independent
MEMBERSHIP 2015/16		G Chambers	J H Whitehouse	B Jennings	R Morgan
		H Kane			
		P Keska			
		G Shiell			
		E Webster			

Portfolio Holder Advisory Group on the Procurement of the Waste Management Contract (7 members)

No longer required

Portfolio Holder Advisory Group on the Procurement of the Car Parking Strategy (7 members)

		Conservatives	Liberal Democrats	LRA	Independent
MEMBERSHIP 2015/16		T Church	J H Whitehouse	K Angold-Stephens	D Dorrell (UKIP)
		J Lea			
		A Patel			
		G Waller			

Portfolio Holder Advisory Group on the Procurement of the Superfast Broadband (5-7 members)

		Conservatives	Liberal Democrats	LRA	Independent
MEMBERSHIP 2015/16		A Lion	B Surtees	K Angold-Stephens	D Dorrell (UKIP)
		M McEwen			R Morgan (Ind)
		G Waller			

Standards Committee (9 Members)					
		Conservatives	Liberal Democrats	LRA	Independent
MEM 2015/16		G Chambers (Chairman)	B Surtees	C P Pond	
		M McEwen			
		A Mitchell			
		B Rolfe			
		S Kane			
		D Stallan			

Note: One further LRA Group member nomination required for Standards Committee.

Waste Management Partnership Board (2 Members plus 2 Officers and 4 representatives of the Council's Waste Management Contractor)					
		Conservatives	Liberal Democrats	LRA	Independent
MEM 2013/14		Environment Portfolio Holder			
		Finance Portfolio Holder			

Note: Officer appointments also apply – Subject to full Council ratification on 21 April 2015

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APPENDIX

Leader Appointments

Representation on Outside Organisations – Appointments by Leader Organisations Carrying Out Executive Functions

Organisation and Allocation Category		Representation for 2014/15	Representation for 2015/16
1.	Association of Retained Council Housing (ARCH) – Executive Board	D Stallan *See also officer appointment	D Stallan
2.	Civil Enforcement of Parking and Traffic Regulations Outside London (PATROL) – Adjudication Joint Committee	G Waller	G Waller
3.	Crime and Disorder Strategy Panel	G Waller W Breare-Hall (Deputy)	G Waller W Breare-Hall
4.	East of England Local Government Association	C Whitbread	C Whitbread
5.	Enfield Essex Herts Border Liaison Group	R Bassett, Mrs M Sartin, E Webster (J Lea, G Shiell, Y Knight - Deputies)	R Bassett, Mrs M Sartin, E Webster (J Lea, G Shiell, Y Knight - Deputies)
6.	Epping Forest District Local Strategic Partnership (Executive) (a) LSP Board (b) Health Equalities Group (c) Safer Communities Partnership (d) Sustainable Communities Group (e) Epping Forest Children's Partnership	(a) C Whitbread/ A Grigg (b) B Sandler (c) G Waller (d) A Grigg (e) E Webster	(a) C Whitbread/ A Grigg (b) B Sandler (c) G Waller (d) A Grigg (e) E Webster A Boyce?
7.	Essex Community Wide Traveller Unit	R Bassett (non voting member)	R Bassett
8.	(Essex) Waste Partnership - Inter-Authority Member Working Group	W Breare-Hall G Waller (deputy)	W Breare-Hall G Waller (Deputy)
9.	Harlow Stansted Gateway Transportation Board (HSGTB)	G Waller A Grigg (deputy)	G Waller A Grigg (Deputy)

Organisation and Allocation Category		Representation for 2014/15	Representation for 2015/16
10.	Housing Repairs Advisory Group	Housing Portfolio Holder Chairman Housing Scrutiny Panel Vice Chairman Housing Scrutiny Panel	Housing Portfolio Holder Chairman of Housing Select Committee Vice-Chairman Housing Select Committee
11.	Local Government Association - General Assembly	C Whitbread S Stavrou (Deputy)	C Whitbread S Stavrou (Deputy)
12.	North Essex Parking Partnership	G Waller W Breare-Hall (Deputy)	G Waller W Breare-Hall (Deputy) + Chairman of LHP?
13.	South East Local Enterprise Partnership	C Whitbread A Grigg (Deputy)	C Whitbread A Grigg (Deputy)
14.	Waste Partnership Member Board	W Breare-Hall G Waller (Deputy)	W Breare-Hall G Waller (Deputy)
15.	West Essex Alliance	C Whitbread A Grigg (Deputy)	C Whitbread A Grigg (Deputy)

APPENDIX

Council Appointments

Representation on Outside Organisations

Organisations Carrying Out Council Regulatory or Non-Cabinet Functions

Organisation and Allocation Category		Representation for 2014/15	Representation for 2015/16
1.	Care and Repair - Management Committee	A Grigg A Mitchell J H Whitehouse	J H Whitehouse A Grigg A Mitchell
2.	Epping Forest Citizens' Advice Bureau	K Chana G Shiell	K Chana G Shiell +1 K Angold-Stephens?
3.	Campaign to Protect Rural England (Essex Branch)	A Boyce Y Knight (deputy)	A Boyce Y Knight (Deputy)
4.	Epping Forest Community Transport Steering Group	G Waller	G Waller
5.	Epping Forest Housing Aid Committee	G Shiell	G Shiell
6.	Essex Health Overview and Scrutiny Committee Must not be a member with executive responsibilities	Nomination to this Committee is decided by ECC at their Annual meeting. EFDC will only be offered a place if those County Councillors nominated do not include a local ECC member.	N/A
7.	Grange Farm Managing Trustees (Term to 31.05.19)	M Sartin M McEwen C Scrutton (Chigwell PC)	M Sartin M McEwen C Scrutton (Chigwell PC)
8.	Lee Valley Regional Park Authority (Term to 30/6/2017)	M Sartin S Stavrou (G Shiell and E Webster - Deputies)	M Sartin S Stavrou (G Shiell and E Webster - Deputies)

Organisation and Allocation Category		Representation for 2014/15	Representation for 2015/16
9.	<p>Leisure Centres Liaison Groups</p> <p>-Ongar Leisure Centre</p> <p>- Epping Sports Centre</p> <p>- Loughton Leisure Centre</p> <p>- Waltham Abbey Swimming Pool</p>	<p>B Surtees P Keska</p> <p>W Breare-Hall T Church</p> <p>T Thomas G Chambers</p> <p>J Lea G Shiell</p>	<p>B Surtees P Keska</p> <p>W Breare-Hall T Church</p> <p>G Chambers A Patel + LRA Group Nomination</p> <p>R Butler J Lea G Shiell</p>
10.	Local Councils' Liaison Committee	K Angold Stephens J H Whitehouse A Boyce M Sartin B Rolfe	A Boyce K Angold-Stephens B Rolfe B Surtees L Webster
11.	Local Government Association – Rural Commission	Defunct	Defunct
11.	Police and Crime Panel	G Waller M Sartin (Deputy)	G Waller M Sartin (Deputy)
12	Outer North-East London Joint Health Overview and Scrutiny Committee	No appointment	G Chambers
13.	Princess Alexandra Hospital - Partnership Governor	G Waller	G Waller
14.	Roding Valley Meadows Local Nature Reserve		
	(a) Management Committee	(a) S Murray	(a) S Murray
	(b) Working Group	(b) Officer representative see officer schedule *	(b) Officer representative see officer schedule *
15.	Stansted Airport Consultative Committee	M Sartin G Waller (Deputy)	M Sartin G Waller (Deputy)
16.	Stansted Airport Community Trust Fund	R Morgan	R Morgan

Organisation and Allocation Category		Representation for 2014/15	Representation for 2015/16
17.	Town Centre Partnerships (a) Buckhurst Hill Town Centre Partnership (b) Epping Town Centre Partnership (c) Loughton Broadway Town Centre Partnership (d) Loughton High Road Town Centre Partnership (e) Ongar Town Forum - Steering Group (f) Waltham Abbey Town Partnership	N Wright TBA J M Whitehouse T Church L Girling C Roberts B Jennings T Thomas B Surtees P Keska H Kane J Lea	S Neville N Wright J M Whitehouse T Church L Girling C Roberts B Jennings T Thomas B Surtees P Keska H Kane J Lea
18.	Voluntary Action Epping Forest	G Shiell	G Shiell
19.	Waltham Abbey Royal Gunpowder Mills Ltd	H Kane	H Kane
20.	Waltham Abbey Tourist Information Centre - Joint Management Committee	J Lea A Mitchell E Webster	J Lea A Mitchell E Webster
21.	Waste Management and Street Cleansing – Loughton Stakeholders' Group	H Mann T Thomas J Hart	B Jennings T Thomas
22.	West Essex Wellbeing Joint Committee	G Chambers J H Whitehouse	G Chambers J H Whitehouse

Representation on Outside Organisations - Appointments Held by Officers

Appointments by Leader – Organisations Carrying Out Executive Functions

Number:	Organisation and Committee Responsible	Representative 2015/16
1	Access Group – Joint Management Team	Special Needs Manager
2	Association of Retained Council Housing (ARCH)	Director of Communities (or representative)
3	Essex Archaeological and Historical Congress	Museum Officer
4	Museum Service (South Eastern)	Museum Officer
5	National Society for Clean Air (SE Division)	Director of Neighbourhoods (or representative)
6	Standing Conference – Investigation of Air Pollution	Director of Neighbourhoods (or representative)
7	Roding Valley Meadow Local Nature Reserve Working Group	Director of Neighbourhoods (or representative)

Organisations Carrying Out Council Regulatory or Non-Executive Functions

This Appendix indicates those organisations where the Council determined on 25 April 1995 that the representatives should be officers.

Number:	Organisation and Committee Responsible	Representative
1	East Anglian Home Safety Committee	Director of Neighbourhoods (or representative)
2	Essex Water Safety Liaison Committee	Director of Neighbourhoods (or representative)
3	Victoria County History Association	Museum Officer
4	Voluntary Action Epping Forest (see also member appointments schedule)	Policy Officer (+ 1 member delegate)