

Thurrock: A place of opportunity, enterprise and excellence, where
individuals, communities and businesses flourish

Annual Council

To the Members of Thurrock Council

The next meeting of the Council will be held at **7.00 pm on 11 June 2014**

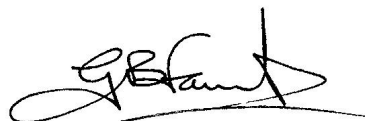
Council Chamber, Civic Offices, New Road, Grays, Essex, RM17 6SL.

Membership of the Council:

Chris Baker
Jan Baker
Clare Baldwin
Mark Coxshall
Charles Curtis
Tony Fish
Oliver Gerrish
Robert Gledhill
Yash Gupta
Garry Hague
James Halden
Shane Hebb
Terence Hipsey
Victoria Holloway
Barry Johnson
Roy Jones

Tom Kelly
John Kent
Cathy Kent
Martin Kerin
Charlie Key
Aaron Kiely
Brian Little
Susan Little
Sue MacPherson
Ben Maney
Val Morris-Cook
Tunde Ojetola
Maggie O'Keeffe-Ray
Bukky Okunade
Barry Palmer
Maureen Pearce

John Purkiss
Robert Ray
Joycelyn Redsell
Barbara Rice
Gerard Rice
Andrew Roast
Susan Shinnick
Andrew Smith
Philip Smith
Graham Snell
Richard Speight
Michael Stone
Pauline Tolson
Simon Wootton
Lynn Worrall



Graham Farrant
Chief Executive

Agenda published on: 3 June 2014

Agenda

Open to Public and Press

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Queries regarding this Agenda or notification of apologies:

Please contact Steve Jones, Democratic Services Manager by sending an email to Direct.Democracy@thurrock.gov.uk

Future Dates of Council:

25 June 2014, 23 July 2014, 10 September 2014, 22 October 2014, 19 November 2014, 28 January 2015, 25 February 2015, 25 March 2015.

Information for members of the public and councillors

Access to Information and Meetings

Members of the public can attend all meetings of the council and its committees and have the right to see the agenda, which will be published no later than 5 working days before the meeting, and minutes once they are published.

Recording of meetings

This meeting may be recorded for transmission and publication on the Council's website. At the start of the meeting the Chair will confirm if all or part of the meeting is to be recorded.

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If you have any queries regarding this, please contact Democratic Services at Direct.Democracy@thurrock.gov.uk

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The council welcomes the filming, photography, recording and use of social media at council and committee meetings as a means of reporting on its proceedings because it helps to make the council more transparent and accountable to its local communities.

If you wish to film or photograph the proceedings of a meeting and have any special requirements or are intending to bring in large equipment please contact the Communications Team at CommunicationsTeam@thurrock.gov.uk before the meeting. The Chair of the meeting will then be consulted and their agreement sought to any specific request made.

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The use of flash photography or additional lighting may be allowed provided it has been discussed prior to the meeting and agreement reached to ensure that it will not disrupt proceedings.

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- You should connect to TBC-CIVIC
- Enter the password **Thurrock** to connect to/join the Wi-Fi network.
- A Terms & Conditions page should appear and you have to accept these before you can begin using Wi-Fi. Some devices require you to access your browser to bring up the Terms & Conditions page, which you must accept.

The ICT department can offer support for council owned devices only.

Evacuation Procedures

In the case of an emergency, you should evacuate the building using the nearest available exit and congregate at the assembly point at Kings Walk.

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Members of the Council should ensure that their device is sufficiently charged, although a limited number of charging points will be available in Members Services.

To view any “exempt” information that may be included on the agenda for this meeting, Councillors should:

- Access the modern.gov app
- Enter your username and password

DECLARING INTERESTS FLOWCHART – QUESTIONS TO ASK YOURSELF

Breaching those parts identified as a pecuniary interest is potentially a criminal offence

Helpful Reminders for Members

- *Is your register of interests up to date?*
- *In particular have you declared to the Monitoring Officer all disclosable pecuniary interests?*
- *Have you checked the register to ensure that they have been recorded correctly?*

When should you declare an interest at a meeting?

- **What matters are being discussed at the meeting?** (including Council, Cabinet, Committees, Subs, Joint Committees and Joint Subs); or
- If you are a Cabinet Member making decisions other than in Cabinet **what matter is before you for single member decision?**



Does the business to be transacted at the meeting

- relate to; or
- likely to affect

any of your registered interests and in particular any of your Disclosable Pecuniary Interests?

Disclosable Pecuniary Interests shall include your interests or those of:

- your spouse or civil partner's
- a person you are living with as husband/ wife
- a person you are living with as if you were civil partners

where you are aware that this other person has the interest.

A detailed description of a disclosable pecuniary interest is included in the Members Code of Conduct at Chapter 7 of the Constitution. **Please seek advice from the Monitoring Officer about disclosable pecuniary interests.**

What is a Non-Pecuniary interest? – this is an interest which is not pecuniary (as defined) but is nonetheless so significant that a member of the public with knowledge of the relevant facts, would reasonably regard to be so significant that it would materially impact upon your judgement of the public interest.

Pecuniary

If the interest is not already in the register you must (unless the interest has been agreed by the Monitoring Officer to be sensitive) disclose the existence and nature of the interest to the meeting

If the Interest is not entered in the register and is not the subject of a pending notification you must within 28 days notify the Monitoring Officer of the interest for inclusion in the register

Unless you have received dispensation upon previous application from the Monitoring Officer, you must:

- **Not participate or participate further in any discussion of the matter at a meeting;**
- **Not participate in any vote or further vote taken at the meeting; and**
- **leave the room while the item is being considered/voted upon**

If you are a Cabinet Member you may make arrangements for the matter to be dealt with by a third person but take no further steps

Non- pecuniary

Declare the nature and extent of your interest including enough detail to allow a member of the public to understand its nature



You may participate and vote in the usual way but you should seek advice on Predetermination and Bias from the Monitoring Officer.

PROCEDURE FOR MOTIONS

<p>No speech may exceed 3 minutes without the consent of the Mayor [Rule 19.8], except for the proposer of any motion who shall have 5 minutes to move that motion (except on a motion to amend where the 3 minute time shall apply) [Rule 19.8(a)]</p>			
<p>All Motions will follow Section A and then either Section B or C</p>			
A.	A1	Motion is moved	[Rule 19.2]
	A2	Mover speaks	[Rule 19.8(a) (5 minutes)]
	A3	Seconded	[Rule 19.2]
	A4	Secunder speaks or reserves right to speak	[Rule 19.3] (3 minutes)
<p>Then the procedure will move to either B or C below:</p>			
B.		C.	
IF there is an AMENDMENT (please see Rule 19.23)		If NOT amended i.e. original motion	
B1	The mover of the amendment shall speak (3 mins).	C1	Debate
B2	The seconder of the amendment shall speak unless he or she has reserved their speech (3 mins).	C2	If the seconder of the motion has reserved their speeches, they shall then speak
B3	THEN debate on the subject .	C3	The mover of the substantive motion shall have the final right of reply
B4	If the seconder of the substantive motion and the amendment reserved their speeches, they shall then speak	C4	Vote on motion
B5	The mover of the amendment shall have a right of reply		
B6	The mover of the substantive motion shall have the final right of reply		
B7	Vote on amendment		
B8	A vote shall be taken on the substantive motion, as amended if appropriate, without further debate		

Thurrock: A place of opportunity, enterprise and excellence, where individuals, communities and businesses flourish

To achieve our vision, we have identified five strategic priorities:

1. Create a great place for learning and opportunity

- Ensure that every place of learning is rated “Good” or better
- Raise levels of aspirations and attainment so that local residents can take advantage of job opportunities in the local area
- Support families to give children the best possible start in life

2. Encourage and promote job creation and economic prosperity

- Provide the infrastructure to promote and sustain growth and prosperity
- Support local businesses and develop the skilled workforce they will require
- Work with communities to regenerate Thurrock’s physical environment

3. Build pride, responsibility and respect to create safer communities

- Create safer welcoming communities who value diversity and respect cultural heritage
- Involve communities in shaping where they live and their quality of life
- Reduce crime, anti-social behaviour and safeguard the vulnerable

4. Improve health and well-being

- Ensure people stay healthy longer, adding years to life and life to years
- Reduce inequalities in health and well-being
- Empower communities to take responsibility for their own health and wellbeing

5. Protect and promote our clean and green environment

- Enhance access to Thurrock’s river frontage, cultural assets and leisure opportunities
- Promote Thurrock’s natural environment and biodiversity
- Ensure Thurrock’s streets and parks and open spaces are clean and well maintained

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MINUTES of the meeting of the Council held on 26 March 2014 at 7.00 pm.

Present: Councillors Tony Fish (Mayor), Wendy Curtis (Deputy Mayor), Phil Anderson, Clare Baldwin, Lynn Carr, Mark Coxshall, Charles Curtis, Angie Gaywood, Oliver Gerrish, Sue Gray, Yash Gupta, James Halden, Martin Healy, Shane Hebb, Terence Hipsey, Victoria Holloway, Barry Johnson, Tom Kelly, Cathy Kent, John Kent, Charlie Key, Steve Liddiard, Susan Little, Suzanne MacPherson, Ben Maney (to 10.29pm), Val Morris-Cook, Tunde Ojetola, Bukky Okunade, Barry Palmer, Maureen Pearce, John Purkiss, Robert Ray, Joycelyn Redsell, Michael Revell, Barbara Rice, Gerard Rice (from 7.53pm), Sue Shinnick, Andy Smith, Philip Smith, Richard Speight, Michael Stone, Pauline Tolson, Simon Wootton and Lynn Worrall.

Apologies: Councillors Robert Gledhill, Garry Hague, Andrew Roast.

In attendance: Reverend Darren Barlow – Mayor’s Chaplain
Mr. M Mason – Assistant Chief Constable, Essex Police
Mr. A Prophet – Chief Superintendent, Essex Police

Before the start of the Meeting, the Mayor advised all present that the meeting was being recorded and that the recording would be made available on the Council’s website.

The Mayor informed all in attendance that he had agreed to a request to film the meeting from Your Thurrock.

The Mayor invited Reverend Barlow to say a few words and lead the Council in Prayer.

The Mayor welcomed the Assistant Chief Constable of Essex and the Chief Superintendent who attended the meeting in order to present information relating to the Evolve Programme.

The Mayor also welcomed representatives of WADERS (Water Assisted Disabled Exercise & Rehabilitation Scheme) and Thurrock Ladies Rugby Club.

130 MINUTES

The Minutes of the Council meeting, held on 26 February 2014, were approved as a correct record.

131 ITEMS OF URGENT BUSINESS

The Mayor informed the Council that he had not agreed to the consideration of any items of urgent business.

132 DECLARATION OF INTERESTS

Councillor Gaywood declared a non-pecuniary interest in respect of Item 12, Education Commission, as she was both Chair of Governors at Arthur Bugler Infant School and Vice-Chair of Governors at Arthur Bugler Junior School.

133 ANNOUNCEMENTS

The Mayor informed the Chamber that since February, he had continued to attend Mayoral engagements and that by the end of March he would have attended in excess of 350 engagements.

The Mayor informed Members that he had attended the flag ceremony held outside the Civic Offices to mark the centenary of the Commonwealth and had the honour of reading out a message from the Queen.

The Mayor congratulated Thurrock Open Door on winning the High Sheriff's Cup at the High Sherriff's Award ceremony for services to the community.

The Mayor made two special presentations; the first was to Mr & Mrs Shamp for their dedication to WADERS (Water Assisted Disabled Exercise & Rehabilitation Scheme), and the second was presented to Mrs Diane Howells, who represented Thurrock Ladies Rugby Club.

134 QUESTIONS FROM MEMBERS OF THE PUBLIC

A copy of the transcript of questions and answers can be viewed on CMIS at <http://democracy.thurrock.gov.uk/thurrock>

135 PETITIONS FROM MEMBERS OF THE PUBLIC AND COUNCILLORS

The Mayor informed Members that, in accordance with the Council's Petition Scheme, the requisite notice had been given by one councillor that they wished to present a petition at the meeting.

Councillor Kelly addressed the Council and presented a petition on behalf of residents of Rectory Road and surrounding areas, which called for action over HGVs using Rectory Road and Towers Road as a waiting area to get into sites and putting measures in to stop them mounting the kerb.

136 PETITIONS UPDATE REPORT

Members received a report on the status of those petitions handed in at Council Meetings and Council Offices over the past six months.

137 APPOINTMENTS TO COMMITTEES AND OUTSIDE BODIES, STATUTORY AND OTHER PANELS

The Mayor enquired whether Group Leaders wished for any changes to be made to the appointments previously made to Committees and outside bodies, statutory and other panels.

It was confirmed by the Leader of the Council and the Leader of the Independent Group that no changes to appointments were to be made.

The Leader of the Opposition informed the Chamber that he wished to appoint Councillor Kelly as a substitute member of the Housing Overview and Scrutiny Committee, to replace Councillor Carr.

RESOLVED:

That Councillor Kelly be appointed as a substitute member of the Housing Overview and Scrutiny Committee, to replace Councillor Carr.

138 ESSEX POLICE - EVOLVE PROGRAM

The Mayor introduced the Assistant Chief Constable for Essex, Mr Maurice Mason, and Chief Superintendent Andy Prophet, who was responsible for the Evolve Programme. The Mayor explained to the Chamber that he had allocated 30 minutes for discussion of the item and that there would be an opportunity for Members to ask questions following the presentation.

The Assistant Chief Constable provided some background information to the programme and informed Members that:

- There was a drive towards more local policing and a Local Police Commander was based in Thurrock.
- Essex Police was required to make challenging savings, and that 80% of resources were in people, and that it was inevitable that savings would need to be made in this area.
- Essex Police were working hard to maximise savings in the remaining 20% of Essex Police business.
- He was committed to protecting front line policing and was keen to devolve more resources down to local district commander level.
- Thurrock was leading the way with co-location of licensing and the Multi-Agency Safeguarding Hub (MASH) which was very positive and the essence of what Essex Police aimed to achieve going forward.

- Essex Police were keen to share the location of offices.
- Essex Police aimed to increase the numbers of the Special Constabulary.
- Essex Police had a strong record of reporting crimes and were committed to recording crimes accurately, which was confirmed by the latest inspection of HM Revenue & Customs (HMRC). The inspection outlined that Essex Police had strong compliance with standards.
- Instances of crime in Thurrock were going down against the backdrop of austerity and the falling numbers in officers and that:
 - Overall crime in Thurrock had decreased by 3.9%
 - Burglary in people's homes had decreased by 12.4%
 - Theft and Vehicle Crime had reduced by 15%
 - Robbery was down by 25%
 - Instances of Anti-Social Behaviour (ASB) had reduced by 5.1%

Chief Superintendent Prophet, who was leading on the Evolve programme, informed Members that:

- Essex Police had undertaken a comprehensive spending review, and that there was a combined challenge of £42 million and £36 million of savings to be made. This was as a result of a combination in the reduction of funding and growth pressures on the budget, which included inflation and pay increments.
- The Evolve Programme was more than just cuts and was about an ambition to transform the way Essex Police do business in order to save costs and improved the service. This included looking at the use of IT and buildings.
- Essex Police wanted to achieve local policing and local delivery, and it was felt that this is what the public expected.
- The Evolve Programme was expected to deliver against the Police and Crime Plan and be culpable on a national scale.
- The financial challenge had seen the reduction on staff, however it was felt that Essex Police was still a large and capable organisation which provided effective Policing with:
 - 3,200 Police Officers
 - Just under 300 PCSO's
 - 1600 Police Support Staff
- Partnership working and collaboration were important, and that this could not be achieved without the support of Thurrock Council. Essex Police and Thurrock had a proud history of working in collaboration which was demonstrated by the shared front office space.
- The Police needed to be accessible in new appropriate ways, for example in order to allow residents to report crimes online.

The Mayor invited questions from Members, and stated that for ease of reference questions would first be taken from Members, following which the Assistant Chief Constable would be given the opportunity to answer.

The following questions were raised by Members:

- Councillor Gaywood commended the Assistant Chief Constable and Chief Superintendent for their passion and commitment and was pleased that with reduced funding, crime in Thurrock was still going down. She asked the following questions:
 - How Thurrock Council and Essex Police could work together to increase visibility
 - How could Essex Police build confidence with residents and ensure that crimes were being reported.
- Councillor P. Smith asked whether Essex Police had witnessed a rise in the crimes reported by residents following the installation of fencing on the Manorway. He also informed the Chamber that he had concerns that it had not been clarified whether Corringham Police Station would reopen or remain closed. He added that the age profile of residents in Stanford-le-Hope was slightly higher than other areas, and felt that residents preferred face-to-face contact rather than online reporting systems.
- Councillor Revell made reference to the correlation between the reduction in budget and that crime was reportedly reducing, yet the Police precept was increasing year on year and questioned where this money was being spent.

The Mayor invited the Assistant Chief Constable to respond to questions received so far, to which Mr Mason replied that:

- Ultimately Essex Police would have fewer staff. However visibility could be improved by a single crew policy, the pledge to increase Special Constables and by communicating via social media.
- A focussed approach was required in order to target at risk areas, rather than a general approach which would not have greatest impact.
- Local authorities and Essex Police were genuinely working together under one roof, and not paying lip service.
- He was unsure of what the impact of the fencing had on the Manorway but stated that he would investigate this matter further. However, he advised that the numbers of crimes in Thurrock had been steadily decreasing.
- It was not effective to keep Corringham Police Station open as the numbers visiting the station to report crimes was low, however he recognised that this was an emotive issue and felt that other things could be done to provide the service.

- It was clarified that funding for Essex Police had reduced year on year, and that this funding was generated from two sources. The first was the Home Office Grant, which had reduced from £114 million in 2013/14 to £110 million and then £103 million, and the second was the local police precept.
- It was emphasised that Essex Police had a history of low police precept, and that Essex was the second lowest precepting force of the 43 forces across the country, and this was something that they were proud of.

The Mayor acknowledged that a number of Members wished to ask further questions and stated that these would be taken individually, following which the Assistant Chief Constable would have the opportunity to respond. Members raised the following questions:

- Councillor Worrall welcomed the news that crime figures were down, but observed that Hate Crime had increased by 28%. This equated to 300 incidents of hate crime, 81% of which were reportedly racially motivated. She informed the Chamber that she was concerned by this and that more should be done to tackle this type of crime.
- Councillor Redsell felt that PCSO's (Police Community Support Officers) should be given more powers, and asked whether there were any plans for this.
- Councillor Healy welcomed the information on detection rates but asked whether any restorative justice or community payback was being introduced.
- Councillor Anderson welcomed opportunities to work together, but asked whether the Police were specifically happy with using non-Police buildings for the purposes of community policing, and also if they sought to utilise appropriately trained non-Police staff to support the reporting of crime in order to retain a front line and visible service.
- Councillor Ojetola was pleased that Police Officers visited schools and colleagues but asked what was being done to address other issues such as the cruising problem in Thurrock.
- Councillor Wootton congratulated the Assistant Chief Constable and his colleagues for their good work and candid presentation. He referred to the performance target to reduce overall crime levels in Thurrock by 4.1% and asked whether the Police were confident that this trend would continue.
- Councillor J. Kent stated that the cut of £78 million was a significant figure, in the same way cuts had been felt across the Public Sector. He referred to the presentation, which outlined there had been cuts of 400 Police Officers and in excess of 150 PCSO's, and questioned how low could Essex Police go in reducing these numbers but still provide an efficient and safe services for residents.
- Councillor Hipsey congratulated the Police on their crime reduction figures, but noted that there had been instances of muggings,

stabblings and murders in the local press recently. He acknowledged that prior to the election, the topic of law and order would be at the forefront of people's minds, and asked what Essex Police were doing to defend their service and raise the profile of their good work. He was also of the opinion that Corringham Police Station be kept open and felt that it was unacceptable that this front line service should close to residents.

- Councillor B. Rice questioned what the police were doing to reduce the instances of Domestic Violence in Thurrock. She also raised the issue of motorbikes and quad bikes in Orsett Heath and was disappointed in the lack of attendance of local police officers at the community meetings that had been held.
- Councillor Gupta questioned why there had been an increase in hate crime whilst other types of crime had decreased.
- Councillor Morris-Cook questioned what the Police were doing to get the confidence of communities back, and what was being done to manage congestion in Thurrock when the Dartford Bridge was closed and there was traffic around Lakeside.
- Councillor Purkiss remarked that he wanted to see more consistent use of the Mobile Policing Unit and that it should be open during evening hours more convenient for working residents.
- Councillor Ray commended the Police on their presentation, but questioned why they had reportedly spent £350,000 on marketing materials for a consultation with residents at a time of challenging spending cuts.
- Councillor G. Rice indicated that he wanted more information on what was being done to provide more effective neighbourhood policing.
- Councillor C. Curtis commended the work of Detective Sergeant John Woodley and the recent sessions held with Thurrock school children on the importance of internet safety. He felt that services such as these should be protected and that it was important to educate and work with children.

In response the Assistant Chief Constable informed Members that:

- Hate Crime encompassed racism and crimes regarding sexuality and disability. The increase of Hate Crime was of concern to Essex Police and it was felt that it was an area that was usually under-reported. It was observed that nine specialist Hate Crime Police Officers had been employed to tackle these issues and that they thoroughly monitored incident records to ensure that crimes were reported correctly.
- Serious Sexual crime had increased, and that it was positive people were coming forward to report these crimes which often went under-reported.
- PCSO's should be granted more powers, however it was felt that they should not be given the same powers as police officers as this would take them away from front line duties and increase

paperwork. It was felt that PCSO powers should be extended to better equip PCSO's to respond to local issues.

- Essex Police had the sixth most improved force in the Country for detections. There was room for improvement but that there had been 2,000 more proactive arrests.
- Essex Police were keen to work together and share buildings and resources, and praised the example of the MASH for leading the way.
- They were committed to work with schools to focus upon two key areas:
 - To work with young people at risk of offending and to change their perception
 - To increase the use of restorative justice.
- They were doing everything possible to predict where crime was going to happen and work in high risk areas.
- Despite the budget deficit, they were keen to maintain officer numbers at over 3,000 and to have no fewer than 250 PCSO's, however they were keen not to focus on numbers and instead review service delivery.
- It was noted that serious violent crime had increased, however incidents were few as Thurrock did not have a large night-time economy.
- In relation to domestic abuse the police wanted to work more with partners and see specific domestic abuse teams created which could own the investigation and future safeguarding.
- It was recognised that traffic congestion caused by Dartford Bridge and Lakeside was a problem and that they wanted to work closer with the Highways Agency to resolve this.
- It was clarified that Essex Police did not spend £350,000 on a survey; however there may have been confusion as this could have been an activity undertaken by the Police and Crime Commissioner, which was completely separate and independent from Essex Police.
- There were real challenges that young people faced online in Thurrock, and that there had been an increase in crimes against girls aged between 13-16 years. It was reported that Thurrock was one of the highest Boroughs for these types of crime in Essex and officers were working hard to raise awareness of this issue in schools.
- A communications plan and messaging system was required for the mobile policing unit and that local community forums could be effective at communicating this information to residents.
- The precept debate was important, and it was recognised that there was room for improvement.

The Mayor thanked the Assistant Chief Constable and Chief Superintendent Prophet for their attendance at the meeting, their

presentation and the responses they had provided to the questions that had been posed.

The Assistant Chief Constable and the Chief Superintendent left the meeting.

139 PAY: ANNUAL PAY POLICY STATEMENT 2014/15

Councillor J. Kent, the Leader of the Council, introduced the report, which set out the annual Pay Policy for 2014/15 in accordance with the Localism Act 2011.

Councillor Anderson informed Members that he felt that the increment scheme needed to be addressed as the pay bill was increasing. He expressed a view that staff should not automatically receive an increment and that instead, this should be linked to performance. He also remarked that in respect of the level of pay at Senior Management Level the comparative indicators should encompass a wider area.

Councillor Key welcomed the recommendation regarding increasing apprenticeship rates and was pleased at this meaningful step, which ensured that young employees received a better deal. He acknowledged that the Corporate Overview and Scrutiny Committee had a strong focus on apprenticeships and that Members shared a common ground in this area, and recognised that this is where scrutiny undertook good work. He felt that the next focus should be on encouraging, rewarding and retaining graduates.

Councillor B. Rice praised the proposal to continue paying the UK Living Wage which was positive for the lowest paid members of staff.

Upon being put to the vote, Members voted in favour of the recommendations contained in the report, whereupon the Mayor declared these to be carried.

RESOLVED:

That the Council:

- 1. Approve the Pay Policy Statement for 2014/15.**
- 2. Agree the implementation of a 1% cost of living increase for Single Status pay scales.**
- 3. Agree to continue paying the UK Living Wage as a supplement for Single Status employees.**
- 4. Agree to implement the increase in the UK Living Wage to £7.65 per hour.**

5. **Confirm no pay increase for senior officers in 2014/15.**
6. **Approve an increase in apprenticeship rates to the national minimum wage after 6 months of satisfactory performance.**

140 EDUCATION COMMISSION

Councillor J. Kent, the Leader of the Council and portfolio holder for Finance and Education, introduced the report which set out the action plan for the Education Commission and the resource required to support their recommendations over the next three years.

Councillor J. Kent reported that Thurrock Education Alliance met for the first time the previous evening, and that this forum highlighted the co-operation and collaboration between the local authority and schools. It was reported that the forum rigorously challenged under-performance and to increase ambition.

Members were informed of the purpose of the Thurrock Excellence Network, which was responsible for commissioning and delivery and was directly accountable to the Thurrock Education Alliance.

The Cabinet Member recommended that the £1 million resource should be utilised to support delivery and outlined that schools themselves were leading the way on driving forward progress.

Councillor Ojetola welcomed the work that had been undertaken, and stated that for too long performance at Primary School level had been low. He informed the Chamber that, under the current Leader of the Council, the education skills in primary schools were the lowest in the whole of Essex and one of the lowest in England and that this was wrong and not what was wanted.

Councillor B. Rice commended the Education Commission Action Plan and looked forward to working with local employers to ensure that the right skills were being developed in Thurrock schools.

Councillor Gaywood stated that the latest Ofsted report outlined that leadership was improving in Thurrock Schools and that performance was increasing. She reported that 6-7 years ago there were a significant number of vacancies in Thurrock Schools and felt that now there was strong leadership and governor support. She welcomed the establishment and ambitions of the Thurrock Education Alliance.

Councillor A. Smith indicated his support for the recommendations contained in the report.

The Cabinet Member summed up the debate and in doing so made the following comments:

- That Thurrock had not failed primary school pupils and that there was a strong ambition to ensure that every school in the Borough was rated at least 'good' or 'outstanding'.
- Since taking over the Administration significant improvements had been achieved in the past 4 years. It was reported that the number of primary schools that were 'good' or 'outstanding' in Thurrock had risen from 33% in 2010 to 60% and that 80% of secondary school pupils were now receiving good or outstanding education, as opposed to 50%. However he recognised that there still were improvements to make and whilst good progress had been achieved, he would not be satisfied until the figures reached 100% of schools being classed as good or outstanding.

Upon being put to the vote, Members voted in favour of the recommendations in the report whereupon the Mayor declared these to be carried.

RESOLVED:

That the Council:

1. **Note the action plan to date (as set out in the appendix).**
2. **Agree the Thurrock Education Alliance membership and role, and notes that a shadow Education Alliance is established as soon as possible.**
3. **Approve the allocation of the resource to support the Education Commission recommendations and agrees that accountability for its oversight is given to the Thurrock Education Alliance.**

141 ANNUAL EQUALITY REPORT

Councillor Worrall, the Cabinet Member for Communities, introduced the report, which set out the Annual Equality Report, the progress that had been achieved against the equality duty, and, which demonstrated how equality considerations had been mainstreamed into the work of all directorates.

The Cabinet Member highlighted the following key points:

- The successes of the Adult Social Care Peer Review, the Local Area Coordinators working across Thurrock, Early Offer of Help and the Next Top Boss event.
- The number of people taking up apprenticeships had risen.
- The Community Hub Programme had moved on at pace and the Chadwell St. Mary hub was expected to open in due course.

- 2013 had seen countless Community Engagement events, such as T-Fest, Black History Month, International Women's Day Celebrations and the Grays Street Festival.
- The service had faced many challenges as the grant from Central Government had decreased year on year.
- The Fairness in Thurrock Overview and Scrutiny Review highlighted that there was still disadvantage in Thurrock and it was recommended that a Fairness Commission be established in order to take this forward.
- Instances of Hate Crime and violence against women and girls had increased in Thurrock but that she was continuing to work closely with the Community Safety Partnership and SERRIC (South Essex Rape and Incest Crisis Centre) and planned to hold Essex Police to account.

Councillor Little expressed some concern that older residents were at risk of being excluded as the Council increasingly moved to digital ways of working. She also called for the high rate phone number for residents to report Housing Repairs to be lowered or, for a call back service to be introduced in order to ease the cost burden for residents.

Councillor Anderson welcomed the overall positive report but was concerned about the issue of Hate Crime and the fact that Thurrock was one of the highest Boroughs in Essex for this type of crime. He felt that the Council should be committed to tackling this crime. He also noted that in a recent survey less than 50% of staff disclosed their sexuality and religion and believed that there was more work to do in this area to enable such information to be captured and recorded.

Councillor Gupta questioned what Thurrock was doing to reduce Hate Crime and what support was offered to victims.

Councillor B. Rice congratulated the Portfolio Holder on her report, and felt that this demonstrated how she had led the equality duty to be incorporated into all services and functions of the Council.

Councillor Worrall summed up her report and responded to the questions that had been posed, as follows:

- That colleagues in Housing would investigate issues highlighted in respect of both the high cost of the telephone number to report housing repairs and call back options.
- She reassured Members that the Council was not becoming paperless, and that paper forms and assistance were available in the community hubs.
- That not every staff member wished to disclose their sexuality and region and this was personal choice. It was reported that Thurrock statistics were not dissimilar to many other organisations.

- That she was saddened to report on the Hate Crime statistics but faced this challenge and worked alongside the police, schools and the community safety partnership to raise awareness of this issue.
- She informed Members that if anyone wished to become a Crime Ambassador they could discuss this outside of the meeting.

Upon being put to the vote, Members voted in favour of the recommendations in the report whereupon the Mayor declared these to be carried.

RESOLVED:

That the Council:

1. **Note the matters identified in the Annual Equality Report presented to Council.**
2. **Agree that the report be published to meet the requirements of S.149 (1) of the Equality Act 2010.**

142 REPORT OF THE CABINET MEMBER FOR REGENERATION, HIGHWAYS & TRANSPORTATION

Councillor A. Smith introduced the report and, in doing so, outlined the responsibilities of the key areas of the Portfolio and some of the successes, which included:

- the approval of the Local Development Order for London Gateway;
- Grays Learning Campus;
- the Grays Magistrates Court and Grays South developments which would revitalise Grays Town Centre;
- the £2 million investment in Lakeside; and
- the Purfleet Regeneration Programme.

Councillor Revell raised a point of order and questioned the lack of financial information included in the report. He felt that accurate accounts should be provided in order to demonstrate how resident's money was spent in order to provide the highest level of accountability.

Following a brief debate as to whether the financial implications within the report complied with the motion agreed at Council on 23 January 2013, the Chief Executive confirmed that the report complied with the Council's Constitution but not the motion that had been agreed.

The Cabinet Member informed the Chamber that he was confident that the service would be under budget and reassured Members that he would circulate the financial information following the meeting.

Members questioned the Cabinet Member and received responses as follows:

- Councillor Anderson expressed concern about the significant build up of traffic on the A13 and asked what steps were being undertaken to resolve the issue and when works were likely to start.

The Cabinet Member confirmed that this was a priority and that funding would be provided by the LEP (Local Enterprise Partnership).

- Councillor Gerrish commended the work that had been achieved but relayed the concern of residents in West Thurrock in respect of transport. He recalled plans to develop a new train station in West Thurrock and asked the Cabinet Member to provide an update on this.

The Cabinet Member informed the Chamber that this should be reviewed and that he wanted to start a campaign for a new train station to be built in West Thurrock.

- Councillor Gaywood welcomed the grass verge reinforcement that had been undertaken in her ward and welcomed the road re-surfacing works that had been taking place across the Borough. She called for further Grays Town Centre regeneration to include the State Cinema, which she wanted to see open again for residents. Although she recognised that Council funding was not available she thought external funding opportunities to develop the State Cinema should be pursued.

Councillor A. Smith confirmed that he was examining all options for funding for the State Cinema.

- Councillor MacPherson questioned why the authority had paid £550 per day for a Highways Consultant which equated to £60,000 for a 6 month contract.

The Cabinet Member confirmed that the particular member of staff had undertaken a lot of good work, and that he had saved the authority a significant amount of money since he had been employed through the development of new initiatives.

- Councillor B. Rice commended the Cabinet Member for his work on leading the six large regeneration schemes across the Borough, but requested that the service continue to protect green spaces and greenbelt land.

In response the Cabinet Member stated that he was determined to keep local greenbelt and that the clear core strategy had enabled the service to refuse large planning developments.

- Councillor Tolson remarked that potholes in her ward had taken 8 weeks to fill and was concerned for the safety of cyclists and residents who could be injured whilst the potholes were on the repairs waiting list.

The Cabinet Member assured her that pot holes were a priority, however all could not be filled immediately and that there was a prioritised works list.

- Councillor Purkiss welcomed the fact that work had been undertaken to find alternative solutions to the level crossing problems in Thurrock, and observed that the level crossing in East Tilbury was a problem. He also remarked that white lines and zebra crossings were in poor condition, and felt that red tarmac should not be used on highways.

Councillor A. Smith assured Members that he was working to provide a solution to level crossings in Thurrock and that white and yellow lines were being repainted. He noted that the use of red tarmac should be avoided in future.

At 9.22pm, the Mayor proposed that Council Procedure Rule 11.1 be suspended to allow the meeting to continue beyond the 2 ½ hour time limit and enable the business on the Agenda to be completed.

Members indicated their agreement to the proposal.

143 REPORT OF THE CABINET MEMBER FOR FINANCE AND EDUCATION

Members received a report from Councillor J. Kent, Cabinet Member for Finance and Education. The report covered the Education aspect of his portfolio and Members were then invited to put questions.

Members questioned the Cabinet Member and received responses as follows:

- Councillor Ojetola noted the positive work that had been done but felt that Primary School education and attainment was underperforming in comparison to Secondary Schools in Thurrock. He commented that the previous portfolio holder had been removed from their post for not delivering and enquired whether the Councillor Kent would remove himself for the same reason.

In response, the Cabinet Member emphasised that the school improvement journey had started when the previous administration had been removed and that over the past 4 years significant improvements had been achieved.

- Councillor Anderson remarked that finance implications were not contained within the report.

The Cabinet Member explained that an update on the financial position had been provided within his verbal introduction.

- Councillor Johnson recognised Primary Schools were improving, but felt that children were still equipped when they entered Secondary School education.

The Cabinet Member reiterated that the number of primary schools that were 'good' or 'outstanding' in Thurrock had risen from 33% in 2010 to 60% currently. However, he recognised that there still were improvements to make and that there was a strong ambition to improve results further. He felt that the success of Primary Schools should be celebrated, and the good work that had been achieved so far recognised. He was keen that Members support Primary Schools in their improvement journey.

- Councillor MacPherson asked when the new Pupil Referral Unit facility in Tilbury would be ready.

The Cabinet Member remarked that he had recently visited the Pupil Referral Unit and met with the new head teacher and was impressed with the improvement that had been made in a short amount of time. He assured Members that everything would be done to expedite the delivery of the new premises.

Councillor Gerrish raised a point of order in respect of the earlier comments made by Councillor Ojetola, in that it had been inferred that Councillor Gerrish had been removed from the post of Cabinet Member for Education. He informed the Chamber that this had not been the case and requested an apology and retraction from Councillor Ojetola.

Councillor Ojetola informed the Mayor that he did not wish to retract his earlier comments in this regard and neither did he wish to offer an apology to Councillor Gerrish.

In the course of summing up, the Leader of the Council highlighted the improvements that had been achieved in Education whilst Councillor Gerrish had held the portfolio and clarified that Councillor Gerrish had not been removed from this post but had instead stepped down when he had started a new job.

144 QUESTIONS FROM MEMBERS

A copy of the transcript of questions and answers can be viewed on CMIS at <http://democracy.thurrock.gov.uk/thurrock/>

145 REPORTS FROM OUTSIDE BODIES

Councillor G. Rice announced that at the meeting of the last Flood Defence Committee for the Anglian Region a 2.7% increase in contributions had been agreed. This would result in an additional £3,000 a year being paid but secured £450,000 to upgrade the Tilbury Barrier which protected the Port of Tilbury and the 12,000 residents of Tilbury.

Councillor Ojetola provided an update on the work of the Standing Advisory Council for Religious Education (SACRE) and explained that the meeting had been inquorate for a significant period of time. He felt that SACRE would improve awareness and assist in the reduction of hate crime levels and encouraged members to liaise with schools to endorse the good work of SACRE and promote increased attendance.

The Mayor informed Members that Councillor C. Kent had submitted two written reports that had been circulated at the meeting, to update Members on the Coalhouse Fort Project and Essex County Fire and Rescue Service.

146 MINUTES OF COMMITTEES AND SUB-COMMITTEES

The Minutes of Committees and Sub-Committees, as set out in the Agenda, were received.

147 MOTIONS UPDATE REPORT

Members received an information report updating them on progress in respect of Motions resolved at Council over the past year.

148 MOTIONS

The Mayor informed the Chamber that four motions had been submitted for consideration at the meeting.

Motion 1:

The motion, as printed on the Agenda, was proposed by Councillor Hipsey and seconded by Councillor Charles Curtis.

Councillor Hipsey introduced the motion and in doing so, condemned the acts of indecent exposure where individuals used the public highway to relieve themselves. He felt that this was becoming a regular occurrence along major roads in Thurrock and urged Essex Police to take action regarding this behaviour.

Members unanimously supported the motion, and during the course of the debate the following points were raised:

- It was felt that this behaviour was a particular problem with lorry drivers, who were prevented from accessing car parks and appropriate facilities at night.
- That the effects of this unseemly behaviour caused problems for residents who may walk their children to school past these sites.
- That this was a particular problem along the A128 and A13 and that this was a public health issue.
- It was acknowledged that this behaviour was difficult to control, and that with Essex Police facing spending cuts, it was felt more could be achieved in partnership working to maximise the resources available. The Portfolio Holder for Public Protection stated that she would see if Council Officers could assist in tackling the problem and issue Fixed Penalty Notices.
- Councillor Purkiss questioned whether a by-law could be introduced.

Upon being put to the vote, Members voted unanimously in favour of the Motion, whereupon the Mayor declared this to be carried.

RESOLVED:

This elected chamber condemns the acts of indecent exposure where individuals are using the public highway to relieve themselves, which is starting become a regular occurrence seen along major trunk routes within Thurrock's boundary. Council also request the urgent assistance of Essex Police to attempt to clamp down on this ignorant disgusting behaviour.

Motion 2:

The motion, as printed on the Agenda, was proposed by Councillor Anderson and seconded by Councillor Revell.

Councillor Anderson introduced the motion, as set out below:

"This council affirms its decision of 28th November 2012 not to pursue Joint Management between Thurrock Council and the London Borough of Barking and Dagenham, and commits not to make any further shared management arrangements between the two authorities."

Councillor Anderson informed the Chamber that, increasingly, services were becoming shared but that this information was not effectively communicated to Members as to which teams and officers were working between the two authorities.

Members were informed that, despite the clear decision of Council, a steady drift towards a management merger could be seen, with more officers spending more of their time in East London.

Councillor Anderson reiterated that he was against a management merger with the London Borough of Barking and Dagenham. In addition, he advised Members that this would also pull Thurrock away from its key partners in Essex, the Thames Gateway and the South East Local Enterprise Partnership, which would make it more difficult for the Council to influence crucial decisions around investments, transport, skills training and job creation.

Councillor Anderson informed Members that he was concerned that a shared senior management would lose their focus on Thurrock, during a crucial period of change and transformation, and, that it was unworkable for political governance as the two authorities differed in nature and would most likely see a permanent Labour majority on any joint committees. It was remarked that shared services posed a risk to Thurrock's improvement journey although it was recognised that sharing services could save the Council money and improve services.

Councillor Anderson queried what the Council's vision was for the future and advised the Chamber that he wanted Thurrock to be the dynamic heart of the Thames Gateway, proud of its Essex identity and working closely with partners in South Essex to deliver efficiency and growth. He informed Members that this vision was incompatible with Thurrock increasingly looking towards London and becoming the next London Borough in all but name.

The Motion was seconded by Councillor Revell.

Councillor J. Kent informed Members that the reality was that Thurrock faced in excess of £30 million in spending cuts and that sharing services saved the authority money and added capacity. He further informed Members that over £1 million had been saved to date through sharing services, with £0.5m coming from the arrangements with Barking and Dagenham alone.

Councillor Kent advised Members that there appeared to be a change of opinion from the Conservative Group, as they had previously supported the decision to share the Head of Legal Services with Barking and Dagenham, and, that he had consulted the Leader of the Opposition in respect of the decision to share Chief Executive, who felt this to be a good idea.

Councillor Kent outlined that to date the Assistant Chief Executive, Head of Policy and Director of the Environment were the only shared posts across the Senior Management Team. He informed the Chamber that a full management merger had never been on the agenda, and, as far as he was concerned, would not be.

Councillor Kent noted the resolution that had been agreed in November 2012 and that there had been agreement to continue to look for opportunities to share services or management with whoever

is most appropriate. He commented that this was very sensible but that what the motion sought to do was to rule out one possible partner and he did not know why the Council would do that.

Furthermore, Councillor Kent highlighted the recruitment and retention of senior management under the previous administration.

During the course of debate, the following points were raised:

- Councillor B. Rice observed that there was no plans for a full management merger and detailed that her service area worked in partnership with four other Clinical Commissioning Groups and joint teams with the North East London Foundation Trust.
- Councillor A. Smith confirmed that there would not be a full management merger with the London Borough of Barking and Dagenham.
- Councillor G. Rice stated that the Council shared services with other authorities, aside from Barking and Dagenham, and proceeded to list the following shared arrangements:
 - Essex County Council (9 services)
 - Southend-on-Sea Borough Council (9 services)
 - Chelmsford Borough Council (1 service)
 - Brentwood Borough Council (1 service)
 - Havering Borough Council (2 services)
 - Birmingham City Council (shared illegal money laundering team).
 - North Kent authorities, such as Medway, Dartford, Gravesham and Swale.
- Councillor Revell remarked that Barking and Dagenham was a very different Borough to Thurrock with different demographics. He informed the Chamber that the officer dealing with the homeless was now being shared with Barking and Dagenham and that whilst he had no objection to that, he pointed out that the number of homeless people in Thurrock was very small, whereas the number in Barking was much greater so he did not know what the sharing would be in this.
- Councillor Ray expressed some concern in respect of a comment made by Councillor G Rice in respect of his party and a racist connotation. He continued to advise the Chamber that we was opposed to the motion and supported the action taken by the Leader of the Council in respect of sharing services to save money.

In the course of his summing up, Councillor Anderson advised Members that he had heard very little objection to shared services on either side of the chamber, but that the idea of moving to a joint management structure with Barking and Dagenham could significantly jeopardise the Council's shared services arrangements.

Members were informed that information provided by the Council, in response to a Freedom of Information request, made it clear that 80% of what the Council did by value was with Barking and Dagenham. He expressed concern that the Council would be putting most of its eggs in one basket.

Councillor Anderson informed Members that his group had shown the maturity to vote for specific arrangements where these were felt to be in the interests of Thurrock. He also felt that plans for shared services and joint management should be shared at full Council to keep Members fully informed of any developments.

Councillor Coxshall requested that a recorded vote be undertaken on the motion.

The Mayor informed that Chamber that five Members needed to indicate their support in order for a recorded vote to be undertaken, following which Councillors Ojetola, Johnson, Coxshall, Wootton, Redsell and J. Kent registered their agreement.

The Mayor invited the Chamber to vote on the motion as printed in the agenda. The result of the vote was:

For: Councillors Phil Anderson, Lynn Carr, Mark Coxshall, James Halden, Shane Hebb, Barry Johnson, Tom Kelly, Charlie Key, Susan Little, Suzanne MacPherson, Ben Maney, Tunde Ojetola, Barry Palmer, Maureen Pearce, John Purkiss, Joycelyn Redsell, Michael Revell, Pauline Tolson and Simon Wootton. **(19)**

Against: Councillors Clare Baldwin, Charles Curtis, Wendy Curtis, Tony Fish, Angie Gaywood, Oliver Gerrish, Sue Gray, Yash Gupta, Martin Healy, Terry Hipsey, Victoria Holloway, Cathy Kent, John Kent, Steve Liddiard, Val Morris-Cook, Bukky Okunade, Robert Ray, Barbara Rice, Gerard Rice, Sue Shinnick, Andy Smith, Phil Smith, Richard Speight, Michael Stone and Lynn Worrall. **(25)**

Abstained: None **(0)**

The Mayor declared the motion was lost.

Councillor Maney left the Chamber at 10.29 pm.

Motion 3:

The motion, as printed on the Agenda, was proposed by Councillor Ojetola and seconded by Councillor A. Smith.

During the course of his introduction, Councillor Ojetola commended local businesses on their achievements in tough times, commented on the attendance of other Members at the Awards and advised that he had been proud to represent Chafford Hundred at the Awards.

Councillor A Smith informed Members that he had been proud to give out two awards and whilst he agreed with the motion, he considered the sentiments of this to be wrong.

Councillor J Kent informed Members that it was interesting that Councillor Ojetola had acknowledged the tough times that had been experienced by local businesses. He outlined what the Council had done in the past 4 years to support businesses and noted that this had been more than the Council had ever done. Councillor Kent remarked that whilst he was unable to attend the Awards, he had not actually been invited to the event and that, at £75 per ticket the event may have been beyond most Members.

Councillor Johnson informed the Chamber that he supported the motion and thought that this showed Thurrock was open for business. He also commended Central Government initiatives to support businesses, particularly in relation to start up loans.

Councillor Ojetola commended the work of local businesses and reported the good work of a Chafford Hundred resident who had won Business Woman of the Year, Sainsbury's for winning the community award and the fact that Chafford Gorges Visitor Centre and Nature Park had been nominated for three awards.

Upon being put to the vote, Members voted unanimously in favour of the Motion, whereupon the Mayor declared this to be carried.

RESOLVED:

The Thurrock Business Awards on Friday 14 March was a unique occasion in Thurrock as numerous businesses were commended for their resilience for surviving the difficulties in the economy.

This Council hereby delightfully congratulates all businesses on their achievements whether they won or were finalists.

Motion 4:

The motion, as printed on the Agenda, was proposed by Councillor Anderson and seconded by Councillor J. Kent.

Councillor Anderson paid tribute to Councillor Revell for his hard work, wisdom and experience, and in particular for his passion for Looked After Children, and, his achievements with the waste and recycling contract.

He also recognised the work of Councillor Herd for her contributions towards Health and Adult Social Care.

Councillor J. Kent paid tribute to the work of Councillor Revell and commended the work of Councillor Healy who was an advocate for small businesses in the community.

Councillors Little, Halden and Redsell also paid tribute to Councillor Revell for his hard work and dedication.

Councillor Revell responded to the tributes that had been paid.

Upon being put to the vote, Members voted unanimously in favour of the Motion, whereupon the Mayor declared this to be carried.

RESOLVED:

This council would like to put on record its thanks to those Members who are standing down at the 2014 local elections for their service to Thurrock during their time in office.

The meeting finished at 22:55pm.

Approved as a true and correct record

MAYOR

DATE

Any queries regarding these Minutes, please contact
Stephanie Young, telephone (01375) 652831,
or alternatively e-mail syoung@thurrock.gov.uk.

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11 June 2014	ITEM: 8
Annual Council	
Committees and their Terms of Reference	
Wards and communities affected: None	Key Decision: Non-key
Report of: Graham Farrant, Chief Executive	
Accountable Head of Service: Fiona Taylor, Head of Legal & Democratic Services and Monitoring Officer	
Accountable Director: Graham Farrant, Chief Executive	
This report is public	

Executive Summary

This report requests the Council to formally establish those committees it considers necessary to fulfil its functions in the ensuing municipal year, in accordance with the requirements of both legislation and the Council's Constitution.

1. Recommendation(s)

- 1.1 That the Overview and Scrutiny Committees listed in paragraph 3.2 of the report be established for the 2014-15 municipal year, with their terms of reference being those set out in Chapter 4 of the Constitution.**
- 1.2 That the Committees listed in paragraph 3.4 of the report be established for the 2014-15 municipal year, with their terms of reference being those set out in Chapter 5 of the Constitution.**

2. Introduction and Background

2.1 The Council must establish:

- (a) At least one Overview and Scrutiny Committee;
- (b) A committee under the Licensing Act 2003;
- (c) A Health and Wellbeing Board

and may establish other committees.

2.2 Chapters 4 and 5 of the Constitution contain information regarding the committees that have been established, together with their specific terms of reference.

3. Issues, Options and Analysis of Options

3.1 The Council is requested to formally establish those committees considered necessary to fulfil the functions of the Authority during the forthcoming municipal year, in accordance with the requirements of both legislation and the Constitution.

Overview and Scrutiny:

3.2 The Constitution currently makes provision for six Overview and Scrutiny committees, as follows.

- Corporate Overview and Scrutiny Committee;
- Children's Services Overview and Scrutiny Committee;
- Health and Well being Overview and Scrutiny Committee;
- Housing Overview and Scrutiny Committee
- Cleaner, Greener and Safer Overview and Scrutiny Committee;
- Planning, Transport, Regeneration Overview and Scrutiny Committee;

3.3 The terms of reference for each of the six committees mentioned in paragraph 3.2 above are set out in Chapter 4, Part 2 of the Constitution.

Committees and sub-committees of the Council:

3.4 Provision has been made within the Constitution for the following committees of the Council:

- Planning Committee;
- Licensing Committee (and a Licensing Sub-committee);
- General Services Committee;
- Standards and Audit Committee;
- Corporate Parenting Committee;
- Joint Appointments Committee;
- Health and Wellbeing Board

3.5 The terms of reference of each committee mentioned in paragraph 3.4 above are set out in Chapter 5 of the Constitution.

Changes to the number of committees or terms of reference:

3.6 Any changes to the number of committees, or their terms of reference, will have to be reflected in the Constitution and therefore will require the approval of the Council.

3.7 Should the Council seek to establish or discontinue a committee that is currently included within the Constitution, it would be necessary to calculate the allocation of seats on committees to political groups. This too would require the approval of the Council, as would any nominations to committees

that may be made as a result. Any significant changes to be made to the Constitution should first be considered by the Constitution Working Group.

4. Reasons for Recommendation

- 4.1 The Council is recommended to establish the committees detailed in this report for the 2014-15 municipal year in order to facilitate the efficient discharge of its functions and that their terms of reference be those contained with the Constitution.

5. Consultation (including Overview and Scrutiny, if applicable)

- 5.1 No consultation has been undertaken in respect of this report.

6. Impact on corporate policies, priorities, performance and community impact

- 6.1 Establishing those committees it considers necessary to fulfil its functions, in accordance with the requirements of both legislation and the Constitution, should enable the Council to discharge those functions in a timely, open and transparent manner for the benefit of the residents of the Borough.

7. Implications

7.1 Financial

Implications verified by: **Sean Clark**
Head of Corporate Finance

The cost of servicing these committees will be met through the existing budgets.

7.2 Legal

Implications verified by: **David Lawson**
Deputy Head of Legal & Democratic Services

These are set out in the body of the report.

7.3 **Diversity and Equality**

Implications verified by: **Natalie Warren**
**Community Development and Equalities
Manager**

There are no diversity implications noted in this report.

7.4 **Other implications** (where significant) – i.e. Staff, Health, Sustainability, Crime and Disorder)

None.

8. **Background papers used in preparing the report** (including their location on the Council's website or identification whether any are exempt or protected by copyright):

- None

9. **Appendices to the report**

- There are no appendices to this report.

Report Author:

Steve Jones
Democratic Services Manager
Legal & Democratic Services

11 June 2014	ITEM: 9
Annual Council	
Allocation of committee seats and committee appointments	
Wards and communities affected: None	Key Decision: Non-key
Report of: Graham Farrant, Chief Executive	
Accountable Head of Service: Fiona Taylor, Head of Legal & Democratic Services and Monitoring Officer	
Accountable Director: Graham Farrant, Chief Executive	
This report is public	

Executive Summary

This report requests the Council to confirm the calculations relating to the allocation of seats on committees and to appoint the nominations of political groups to committees. The report also requests the Council to appoint the Chairs and Vice-Chairs of certain committees.

1. Recommendation(s)

1.1 That the allocation of seats, as set out in Appendix 1, be approved.

1.2 That the nominations of the political groups to seats on committees be approved, as set out in Appendix 2 (to be tabled when nominations are received).

1.3 That, further to recommendation 1.2 above, those Members appointed to the following committees be required to undertake a DBS check prior to taking their seats:

- **Children’s Services Overview and Scrutiny Committee**
- **Health and Wellbeing Overview and Scrutiny Committee**
- **Standards and Audit Committee**
- **Corporate Parenting Committee**

1.4 That the non-voting co-opted members of the Planning Committee, the Standards and Audit Committee, the Health and Well-being Overview and Scrutiny Committee, the Housing Overview and Scrutiny Committee and the Corporate Parenting Committee be appointed, as set out in Appendix 2.

1.5 That the Chairs and Vice-Chairs of committees be appointed, as set out in Appendix 3 (to be tabled when nominations are received).

2. Introduction and Background

2.1 Political Groups on the Council are formed in accordance with the Local Government (Committees and Political Groups) Regulations 1990 when two or more councillors notify the Chief Executive, as Proper Officer, of their wish to be treated as a group.

2.2 Section 15 of the Local Government and Housing Act 1989 imposes a duty on the local authority at the annual meeting, or as soon as possible after it, to review the allocation of seats on the committees of the Council between the political groups. The Council may carry out such a review and any other time and may do so if requested by a political group.

2.3 The following principles apply to the allocation of seats:

- (a) That not all the seats on the body to which appointments are being made are allocated to the same political group;
- (b) That the majority of seats on each committee are allocated to a particular group if the number of persons belonging to that group is a majority of the authority's membership;
- (c) That, subject to (a) and (b), when allocating seats to a political group, the total number of their seats across all the ordinary committees of the Council, must reflect their proportion of the authority's membership; and
- (d) Subject to (a) to (c), that the number of seats on each committee is as far as possible in proportion to the group's membership of the authority.

2.4 Sub-committees, with the exception of the Licensing Sub-Committee, are also governed by the political balance rules, but it is not necessary to add up all the sub-committee seats and then allocate them in proportion. As far as this is practicable, the allocation of seats on each sub-committee should reflect the proportional representation of the political groups on the Council.

2.5 The Local Government and Housing Act 1989 requires that, once the Council has determined the allocation of committee places between the political groups, the Council must then appoint the nominees of the political groups to the committees.

2.6 Any non-aligned members are to be appointed to available seats on committees by the Council.

2.7 The Cabinet and the Health and Wellbeing Board are not required to be proportional and so are outside of the political balance calculation. Likewise, the Council decided that the Joint Appointments Committee was not required to be proportional and so this too is also outside of the calculation.

- 2.8 The Leader of the Council will appoint the Cabinet and, in accordance with the Terms of Reference, will also make nominations to the 4 places available on the Health and Wellbeing Board, with the latter to be agreed by the Council.
- 2.9 It is open to the Council when carrying out a review to adopt some arrangement other than that prescribed by the Act and the Regulations. Notice of such a proposal would have to be given in the Summons, and a decision would need to be made with no one voting against it. The remainder of this report therefore assumes that the Council will not want an alternative arrangement to that prescribed by law.

Political proportionality

- 2.10 The political balance of the Council can be calculated by using the simple formula below (to two decimal places):

$$\frac{\text{No. of Group Members} \times 100}{49}$$

- 2.11 Following the local elections held on 22 May 2014, the political balance of the Council set out in Table 1 below:

Group	Councillors	%
Labour	23	47%
Conservative	18	37%
UKIP	6	12%
Independent	2	4%
Total	49	100

- 2.12 The calculation to determine the strict entitlement of political groups to seats on committees is as follows:

$$\frac{\% \text{ from Table 1}}{100} \times \text{Total No. of seats available (81 seats)}$$

- 2.13 Those members who are not members of political groups have no legal entitlement to an allocation of seats on committees. However, the political groups are entitled to their proportion of seats and once their entitlement has been reached, the remaining seats may be filled by members not belonging to a political group. Such Members are classed as being non-aligned.
- 2.14 The LGA Independent Group has taken the view that in the true spirit of the Act, that morally or democratically, non-aligned councillors are entitled to fair

representation. Groups are not entitled to have more than their share and thus they cannot exclude councillors that are not grouped i.e. single party councillors or non-aligned Independent councillors. For example in an authority of 49 councillors with one non-grouped councillor, the council must make 1/49 of the places available.

3. Issues, Options and Analysis of Options

- 3.1 The number of seats on committees that are available to be allocated amongst the political groups represented on the Council is 81.
- 3.2 Each of the political groups (formed when 2 or more councillors notify the Chief Executive, as Proper Officer, of their wish to be treated as a group) are entitled to a certain number of seats on committees. This is based upon their percentage representation on the Council as a whole, as detailed in Table 1 at paragraph 2.11 above.
- 3.3 The calculation to determine the entitlement of political groups to seats on committees is as follows:

$$\frac{\% \text{ from Table 1}}{100} \times \text{Total No. of seats available (81 seats)}$$

- 3.4 After undertaking the above calculation for each of the political groups represented on the Council, the strict entitlement to seats is as follows:

- Labour 38 seats
- Conservative 30 seats
- UKIP 10 seats
- Independent 3 seats

- 3.5 Each of the political groups are only entitled to their proportion of seats.
- 3.6 In order to ascertain the number of seats to be allocated to political groups on each committee, the following calculation is required to be undertaken:

$$\frac{\% \text{ from Table 1}}{100} \times \text{No. of committee places available}$$

3.7 After applying the above calculation to each of the committees that have been established at Agenda Item 8, the following results can be seen:

(a) 6 member committee – applies to all Overview & Scrutiny committees and the Standards & Audit Committee

• Lab	$46.94 / 100 \times 6 =$	2.82 =	3 seats
• Con	$36.73 / 100 \times 6 =$	2.20 =	2 seats
• UKIP	$12.24 / 100 \times 6 =$	0.73 =	1 seat
• Ind	$4.08 / 100 \times 6 =$	0.24 =	0 seats

From the calculations set out above, a manual adjustment is required, as explained in paragraphs 3.9 (c) of this report. The effect of this adjustment requires UKIP to give up 2 seats in order to bring them into line with their strict entitlement, with these seats being drawn from those committees that comprise 6 Members.

(b) 7 member committee – applies to the General Services Committee

• Lab	$46.94 / 100 \times 7 =$	3.29 =	3 seats
• Con	$36.73 / 100 \times 7 =$	2.57 =	3 seats
• UKIP	$12.24 / 100 \times 7 =$	0.86 =	1 seat
• Ind	$4.08 / 100 \times 7 =$	0.29 =	0 seats

(c) 8 member committee – applies to the Corporate Parenting Committee

• Lab	$46.94 / 100 \times 8 =$	3.76 =	4 seats
• Con	$36.73 / 100 \times 8 =$	2.94 =	3 seats
• UKIP	$12.24 / 100 \times 8 =$	0.98 =	1 seat
• Ind	$4.08 / 100 \times 8 =$	0.33 =	0 seats

From the calculations set out above, a manual adjustment is required, as explained in paragraphs 3.9 (d to f) of this report.

(d) 9 member committee – applies to the Planning Committee

• Lab	$46.94 / 100 \times 9 =$	4.22 =	4 seats
• Con	$36.73 / 100 \times 9 =$	3.31 =	3 seats
• UKIP	$12.24 / 100 \times 9 =$	1.10 =	1 seat
• Ind	$4.08 / 100 \times 9 =$	0.37 =	0 seats

From the above calculations, 1 seat(s) on the committee remains to be allocated. This will be allocated following the manual adjustments that are required, as explained in paragraph 3.9 (b) of this report.

(e) 15 member committee – applies to Licensing Committee

• Lab	46.94 / 100 x 15 =	7.07 =	7 seats
• Con	36.73 / 100 x 15 =	5.51 =	6 seats
• UKIP	12.24 / 100 x 15 =	1.84 =	2 seats
• Ind	4.08 / 100 x 15 =	0.61 =	1 seat

3.8 **Appendix 1** shows a rounded allocation of seats to each political group. This is then required to be manually adjusted to ensure that the number of seats allocated to a particular political group matches and does not exceed their entitlement.

3.9 From the figures set out in **Appendix 1**, the following manual adjustments are required:

- (a) As a result of the rounding of the strict entitlement to seats, the calculation has allocated an additional seat on the Licensing Committee that takes it above the size of the Committee. This additional seat needs to be removed and the Group that are statistically least entitled to this are the Conservative Group, with 0.51, as opposed to the Independent Group with 0.61 and UKIP with 0.84. As a result of this, the Conservative Group now requires 2 seats to be allocated in order to bring them into line with their strict entitlement.
- (b) A seat is to be allocated on the Planning Committee. The Group that is statistically the most under represented on this Committee is the Independent Group. If any other Group were to be allocate this seat, they would have a greater statistical over representation on the Committee than the Independent Group.
- (c) UKIP are required to give up 2 seats in order to bring them into line with their strict entitlement. Statistically, they have a greater over representation on those committees that comprise 6 Members, namely, all of the Overview & Scrutiny committees and the Standards and Audit Committee. UKIP should therefore give up two seats, to be drawn from those they have been notionally allocated on the aforementioned committees, in order to bring them into line with their strict entitlement to 10 seats across all committees.
- (d) The Labour Group are required to give up 1 seat in order to bring them into line with their strict entitlement. Statistically, the Committee they are most over represented on is the Corporate parenting Committee. They should therefore give this seat up in order to bring them into line with their strict entitlement to 38 seats across all committees.
- (e) The Conservative and Independent Groups are owed 2 and 1 seats respectively to bring them into line with their strict entitlement. A seat is available on the Corporate Parenting Committee and two seats are available as a result of UKIP giving up seats on any two of the

committees with 6 members - this will affect the 6 overview & scrutiny committees and the Standards & Audit Committee.

- (f) The Independent Group have the greatest under representation on the Corporate Parenting Committee and therefore should be allocated this seat, in order to bring them into line with their strict entitlement to 3 seats across all committees.
- (g) The Conservative Group should therefore be allocated the remaining two seats that have been given up by UKIP on any two of the committees with 6 members, namely the 6 overview & scrutiny committees and the Standards & Audit Committee, in order to bring them into line with their strict entitlement to 30 seats across all committees.

- 3.10 Group Leaders have been consulted in respect of the calculations set out at **Appendix 1**, together with the manual adjustments that are required in order to ensure that seats on committees are correctly allocated to each of the political groups.
- 3.11 Group Leaders have also been requested to provide nominations to the places on committees to which their respective groups are entitled.
- 3.12 The nominations of political groups to seats on committees will be set out in **Appendix 2** and the nominations for Chair and Vice Chair of committees will be set out in **Appendix 3**. When nominations are received, both of these documents will be circulated at the meeting.

4. Reasons for Recommendation

- 4.1 The Council is required to make the required appointments to those committees that have been established to facilitate the efficient discharge of its functions, as set out in Agenda Item 8.

5. Consultation (including Overview and Scrutiny, if applicable)

- 5.1 Consultation has been undertaken in respect of this report with the Leaders of each of the political groups represented on the Council. Their agreement has been obtained to the calculations relating to the allocation of seats on committees and their respective nominations are put before Council for approval.

6. Impact on corporate policies, priorities, performance and community impact

- 6.1 Appointing members to those committees established at Agenda Item 8, in accordance with the political balance of the Council and associated allocation of seats on committees, will enable the Council to properly discharge its functions.

7. Implications

7.1 Financial

Implications verified by: **Sean Clark**
Head of Corporate Finance

The cost of servicing these committees will be met through the existing budgets.

7.2 Legal

Implications verified by: **David Lawson**
Deputy Head of Legal & Democratic Services

These are set out in the body of the report.

7.3 Diversity and Equality

Implications verified by: **Natalie Warren**
Community Development and Equalities Manager

The Council is under a statutory duty to ensure that equality and diversity is a key part of the decision making process of the Council. Therefore, attention is drawn to the importance of ensuring that appointments to committees are underpinned by appropriate training on the statutory equality framework. The introduction of essential member training provides the assurance that members of committees will be able to fulfil their obligations with a full understanding of equality and diversity issues. This is fundamental to the Council being able to meet its statutory responsibilities. However, consideration must be given to members not completing the training or not attending, and the steps to be taken in these circumstances, once the member has been appointed.

7.4 Other implications (where significant) – i.e. Staff, Health, Sustainability, Crime and Disorder)

None.

8. Background papers used in preparing the report (including their location on the Council's website or identification whether any are exempt or protected by copyright):

- None

9. Appendices to the report

There are the following appendices to this report:

- **Appendix 1** – Allocation of seats
- **Appendix 2** – Nominations of political groups to seats on Committees (to be circulated at the meeting)
- **Appendix 3** - Appointment of Chairs and Vice-Chairs of Committees (to be circulated at the meeting)

Report Author:

Steve Jones

Democratic Services Manager

Legal & Democratic Services

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Appendix 1

No-Majority Proportionality

Party Group	Conservative		Labour		Independent		UKIP		Ungrouped / Seats to allocate	Total	
	Number of members										
Number of members	18		23		2		6		0	49	
Overall proportionality	0.367346939	36.73%	0.469387755	46.94%	0.040816327	4.08%	0.12244898	12.24%			
Total strict entitlement	29,75510204		38,02040816		3,306122449		9,918367347				
Total rounded entitlement	30		38		3		10		81	0	
Committee	Size of Committee	Strict entitlement	Rounded Entitlement	Strict entitlement	Rounded entitlement	Strict entitlement	Rounded entitlement	Strict entitlement	Rounded entitlement	Total Rounded Entitlement	
Children's O&S	6	2.20	2	2.82	3	0.24	0	0.73	1	6	0
Cleaner & Greener O&S	6	2.20	2	2.82	3	0.24	0	0.73	1	6	0
Corporate O&S	6	2.20	2	2.82	3	0.24	0	0.73	1	6	0
Health O&S	6	2.20	2	2.82	3	0.24	0	0.73	1	6	0
Housing O&S	6	2.20	2	2.82	3	0.24	0	0.73	1	6	0
Planning, Transport & Regeneration O&S	6	2.20	2	2.82	3	0.24	0	0.73	1	6	0
Planning	9	3.31	3	4.22	4	0.37	0	1.10	1	8	1
Licensing	15	5.51	6	7.04	7	0.61	1	1.84	2	16	-1
General Services	7	2.57	3	3.29	3	0.29	0	0.86	1	7	0
Corporate Parenting	8	2.94	3	3.76	4	0.33	0	0.98	1	8	0
Standards & Audit	6	2.20	2	2.82	3	0.24	0	0.73	1	6	0
Total seats	81		29		39		1		12	81	0
Adjustments			1		-1		2		-2		

Notes:

- The total rounded entitlement of each party group is compared with the total number of seats allocated to that group. The allocations are then adjusted manually to ensure that the number of seats allocated to a particular group matches their entitlement.
- As a result of the rounding of the strict entitlement to seats, the calculation has allocated an additional seat on the Licensing Committee that takes it above the size of the Committee. The Group that are statistically least entitled to this are the Conservative Group, with 0.51, as opposed to the Independent Group with 0.61 and UKIP with 0.84. As a result of this, the Conservative Group now requires 2 seats to be allocated in order to bring them into line with their strict entitlement.
- A seat is to be allocated on the Planning Committee. The Group that is statistically the most under represented on this Committee is the Independent Group. If any other Group were to be allocated this seat, they would have a greater statistical over representation on the Committee than the Independent Group.
- UKIP are required to give up 2 seats in order to bring them into line with their strict entitlement. Statistically, they have a greater over representation on those committees that comprise 6 Members, namely, all of the Overview & Scrutiny committees and the Standards and Audit Committee. UKIP should therefore give up two seats, to be drawn from those they have been notionally allocated on the aforementioned committees, in order to bring them into line with their strict entitlement to 10 seats across all committees.
- The Labour Group are required to give up 1 seat. in order to bring them into line with their strict entitlement. Statistically, the Committee they are most over represented on is the Corporate parenting Committee. They should therefore give this seat up in order to bring them into line with their strict entitlement to 38 seats across all committees.
- The Conservative and Independent Groups are owed 2 and 1 seats respectively to bring them into line with their strict entitlement. A seat is available on the Corporate Parenting Committee and two seats are available as a result of UKIP giving up seats on any two of the committees with 6 members - this will affect the 6 overview & scrutiny committees and the Standards & Audit Committee.

7 The Independent Group have the greatest under representation on the Corporate Parenting Committee and therefore should be allocated this seat, in order to bring them into line with their strict entitlement to 3 seats across all committees.

8 The Conservative Group should therefore be allocated the remaining two seats that have been given up by UKIP on any two of the committees with 6 members, namely the 6 overview & scrutiny committees and the Standards & Audit Committee, in order to bring them into line with their strict entitlement to 30 seats across all committees.

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11 June 2014	ITEM: 10
Annual Council	
Appointments to Outside Bodies, Statutory and other Panels	
Wards and communities affected: None	Key Decision: Non-key
Report of: Graham Farrant, Chief Executive	
Accountable Head of Service: Fiona Taylor, Head of Legal & Democratic Services and Monitoring Officer	
Accountable Director: Graham Farrant, Chief Executive	
This report is public	

Executive Summary

This report requests the Council to consider the nominations made by Group Leaders to Outside Bodies, Statutory and Other Panels for those appointments that are to be made by Full Council.

1. Recommendation(s)

1.1 That the nominations to Outside Bodies, Statutory and Other Panels be approved, as set out in Appendix 1 to this report (to be tabled when nominations are received).

1.2 That, further to recommendation 1.1 above, those Members appointed to the following Outside Bodies, Statutory and Other Panels be required to undertake a DBS check prior to taking up their role:

- **Adoption Panel**
- **Fostering Panel**

2. Introduction and Background

2.1 Both the Full Council and the Cabinet have powers to appoint Members, officers and others to serve on Outside Bodies in a variety of capacities.

2.2 Chapter 12, Part 2, of the Council's Constitution provides details of those Outside Bodies, Statutory and Other Panels where appointments are to be made by either Full Council or by the Cabinet.

3. Issues, Options and Analysis of Options

- 3.1 Nominations have been sought from Group Leaders for the appointments to Outside Bodies, Statutory and Other Panels that are required to be made by the Council.
- 3.2 Those nominations are set out in **Appendix 1** to this report. This will be tabled when nominations have been received from Group Leaders.
- 3.3 Following a resolution of the Council (24 June 2009, Minute No.25 refers), it is a requirement for all Members to be DBS checked (formerly called CRB checks). For certain outside bodies, statutory and other panels, it is considered to be a requirement that those Members appointed should be DBS checked before they take up their role. This position is considered to be best practice and will specifically apply to the following:
- Adoption Panel
 - Fostering Panel

Voting on appointments

- 3.4 The Constitution contains a procedure to be followed if there are more people nominated for any position(s) than there are position(s) to be filled (Chapter 2, part 2, Rule 20.9) and this will be applied in the event of any places on Outside Bodies, Statutory and Other Panels being contested.
- 3.5 If there is not a clear majority of votes in favour of the required number of people, then the name of the person with the least number of votes will be taken off the list and a new vote taken. The process will continue until there is a majority of votes for one person.
- 3.6 Where there is an equality of votes for a person to continue in the appointment process, a vote shall be taken between those candidates having an equality of votes to determine which candidate shall continue in the appointment process.

Changes to appointments made

- 3.7 Any changes to the appointments made will require the approval of the appointing body, be this Full Council or Cabinet.

Reports from Members appointed to Outside Bodies

- 3.8 There is an expectation that Members appointed to represent the Council on Outside Bodies will report back to the Council at least annually.

4. Reasons for Recommendation

- 4.1 The Council should ensure that it continues to nominate representatives to sit on Outside Bodies, Statutory and other Panels so that its interests can be properly represented, together with those of the wider community.

5. Consultation (including Overview and Scrutiny, if applicable)

- 5.1 In the course of seeking nominations, consultation has been undertaken with the Leaders of each of the political groups represented on the Council.

6. Impact on corporate policies, priorities, performance and community impact

- 6.1 It is important for the Council to nominate to such bodies in order to ensure that it continues to represent the interests of both the Authority and the wider community.

7. Implications

7.1 Financial

Implications verified by: **Sean Clark**
Head of Corporate Finance

There are no financial implications arising from this report.

7.2 Legal

Implications verified by: **David Lawson**
Deputy Head of Legal & Democratic Services

It is important that Members are correctly appointed, through the relevant Council meeting, to ensure they are indemnified in certain circumstances.

7.3 Diversity and Equality

Implications verified by: **Natalie Warren**
**Community Development and Equalities
Manager**

The Council is under a statutory duty to ensure that equality and diversity is a key part of the decision making process of the Council. Therefore attention is drawn to the importance of ensuring that appointments to Outside Bodies, Statutory and Other Panels are underpinned by appropriate training on the statutory equality framework.

7.4 **Other implications** (where significant) – i.e. Staff, Health, Sustainability, Crime and Disorder)

None.

8. **Background papers used in preparing the report** (including their location on the Council's website or identification whether any are exempt or protected by copyright):

- None.

9. **Appendices to the report**

- **Appendix 1** - Nominations of political groups to Outside Bodies, Statutory and Other Panels (to be circulated at the meeting).

Report Author:

Steve Jones

Democratic Services Manager

Legal & Democratic Services

11 June 2014	ITEM: 11
Annual Council	
Schedule of meetings 2014-15	
Wards and communities affected: None	Key Decision: Non-key
Report of: Graham Farrant, Chief Executive	
Accountable Head of Service: Fiona Taylor, Head of Legal & Democratic Services and Monitoring Officer	
Accountable Director: Graham Farrant, Chief Executive	
This report is public	

Executive Summary

This report requests the agreement of the Council to the schedule of ordinary meetings of the Council, Cabinet and those committees that have been established at Agenda Item 8 for the 2014-15 municipal year.

1. Recommendation(s)

1.1 That the Calendar of Meetings for 2014-15 be approved.

2. Introduction and Background

2.1 The Constitution requires the Council, at its annual meeting, to agree the schedule of ordinary meetings for the coming municipal year.

2.2 In a year when there is an ordinary election of Councillors, the Constitution requires that the Annual Meeting take place within 21 days of the retirement of the outgoing Councillors.

3. Issues, Options and Analysis of Options

3.1 A schedule of ordinary meetings for 2014-15 has been prepared and is attached at **Appendix 1** to this report.

3.2 It should be noted that some committees and sub-committees will meet on an “as and when required” basis. This is due to the nature of the business they are required to consider and, as such, they have not been included in the schedule of ordinary meetings. In particular, this applies to the General Services Committee.

- 3.4 Once the schedule of ordinary meetings has been approved, a notice is published 5 clear working days before the beginning of the month to which it refers and contains details of the date, time and venue of each meeting to be held during that month. This acts as the official notice of the meeting and is published on the notice board at the front of the Civic Offices. In addition, information relating to all meetings to be held is available on the Council's website.
- 3.5 If any changes are made to the agreed schedule of meetings during the course of the year, such as a new meeting being arranged or a meeting being cancelled, further notices will be issued and information will be updated on the Council's website.
- 3.6 In exceptional circumstances, an "Extraordinary Meeting" can be called by the Proper Officer but this should be done in accordance with those provisions contained within the Constitution. In any such cases, notice of the meeting will be provided on the notice board to the front of the Civic Offices and on the Council's website.
- 3.7 In consultation with the Group Leaders, the dates of some political Group Meetings of the two main Groups on the Authority have also been included.

4. Reasons for Recommendation

- 4.1 The Council is required to approve the schedule of ordinary meetings for 2014-15 and this will ensure that arrangements can be put in place for effective and efficient decision making throughout the municipal year.

5. Consultation (including Overview and Scrutiny, if applicable)

- 5.1 Consultation has been undertaken with the Leaders of each of the political groups represented on the Council.

6. Impact on corporate policies, priorities, performance and community impact

- 6.1 The Council should have a schedule of meetings in place to ensure that arrangements can be put in place for effective and efficient decision making.

7. Implications

7.1 Financial

Implications verified by: **Sean Clark**
Head of Corporate Finance

The cost of supporting the meetings contained within the Appendix to this report can be met from existing budgets.

Any increase in the number of meetings will have a direct resource implication on the officer support structure, particularly the Democratic Services team. Officers will endeavour to ensure that costs are contained within the budgets available.

If additional resources are required then compensating savings will have to be found within the Council's budget.

7.2 Legal

Implications verified by: **David Lawson**
Deputy Head of Legal & Democratic Services

There are no specific legal implications arising from this report.

7.3 Diversity and Equality

Implications verified by: **Natalie Warren**
**Community Development and Equalities
Manager**

There are no diversity implications noted in this report.

7.4 Other implications (where significant) – i.e. Staff, Health, Sustainability, Crime and Disorder)

None.

8. Background papers used in preparing the report (including their location on the Council's website or identification whether any are exempt or protected by copyright):

- None

9. Appendices to the report

- **Appendix 1** – Schedule of ordinary meetings for 2014-15

Report Author:

Steve Jones

Democratic Services Manager

Legal & Democratic Services

MAY 2014

Monday	Tuesday	Wednesday	Thursday	Friday	Sat/Sun
			1 May	2	3
					4
5	6	7	8	9	10
Bank Holiday			19.00 Planning Committee		11
12	13	14	15	16	17
					18
19	20	21	22	23	24
			LOCAL AND EUROPEAN ELECTIONS		25
26	27	28	29	30	31
Bank Holiday					

June 2014

Monday	Tuesday	Wednesday	Thursday	Friday	Sat/Sun
					1 June
2	3	4	5	6	7
					8
9	10	11	12	13	14
Conservative Group	Labour Group	19:00 Annual Council			15
16	17	18	19	20	21
Planning Chair's Briefing	Planning Committee Training		19.00 Planning Committee		22
23	24	25	26	27	28
Conservative Group	Labour Group	19:00 Council			29
30					

JULY 2014

Monday	Tuesday	Wednesday	Thursday	Friday	Sat/Sun
	1 July	2	3	4	5
Conservative Group		19:00 Cabinet	19:00 Corporate Parenting Committee		6
7	LGA CONFERENCE 19:00 Licensing Committee	LGA CONFERENCE 19:00 Licensing Sub-Committee	LGA CONFERENCE 19:00 Standards & Audit Committee	11	12
					13
14	15	16	17	18	19
Planning Chair's Briefing	19:00 Children's Services O&S	18:00 SACRE 19:00 Housing O&S	14:00 Heath & Wellbeing Board 19:00 Planning Committee		20
21	22	23	24	25	26
Conservative Group	Labour Group	19:00 Council	19:00 Corporate O&S		27
28	29	30	31		
	19:00 Health & Wellbeing O&S	19:00 Planning, Transport & Regeneration O&S	19:00 Cleaner, Greener & Safer O&S		

AUGUST 2014

Monday	Tuesday	Wednesday	Thursday	Friday	Sat/Sun
				1 August	2
					3
4	5	6	7	8	9
					10
11	12	13	14	15	16
					17
18	19	20	21	22	23
Planning Chair's Briefing		19:00 Licensing Sub-Committee	19:00 Planning Committee		24
25	26	27	28	29	30
Bank Holiday					31

SEPTEMBER 2014

Monday	Tuesday	Wednesday	Thursday	Friday	Sat/Sun
1 September	2	3	4	5	6
Conservative Group	19:00 Health & Wellbeing O&S	19:00 Cabinet	19:00 Corporate Parenting Committee		7
8	9	10	11	12	13
Conservative Group	Labour Group	19:00 Council	14.00 Heath & Wellbeing Board		14
15	16	17	18	19	20
Planning Chair's Briefing	19:00 Standards & Audit	19:00 Planning, Transport & Regeneration O&S	19.00 Planning Committee		21
22	23	24	25	26	27
LABOUR PARTY CONFERENCE	LABOUR PARTY CONFERENCE 19:00 Licensing Sub-Committee	LABOUR PARTY CONFERENCE 19:00 Housing O&S	19:00 Corporate O&S		28
29	30				
CONSERVATIVE PARTY CONFERENCE	CONSERVATIVE PARTY CONFERENCE				

OCTOBER 2014

Monday	Tuesday	Wednesday	Thursday	Friday	Sat/Sun
		1 October CONSERVATIVE PARTY CONFERENCE	2	3	4
		19:00 Licensing Committee			5
6	7	8	9	10	11
Conservative Group	19:00 Children's Services O&S	19:00 Cabinet	19:00 Cleaner, Greener & Safer O&S		12
13	14	15	16	17	18
Planning Chair's Briefing	19:00 Health & Wellbeing O&S		19.00 Planning Committee		19
20	21	22	23	24	25
Conservative Group	Labour Group	19:00 Council	19:00 Licensing Sub-Committee		26
27	28	29	30	31	

NOVEMBER 2014

Monday	Tuesday	Wednesday	Thursday	Friday	Sat/Sun
					1 November
					2
3	4	5	6	7	8
Conservative Group		19:00 Cabinet			9
10	11	12	13	14	15
Planning Chair's Briefing	19:00 Children's Services O&S	19:00 Planning, Transport & Regeneration O&S	14.00 Heath & Wellbeing Board 19.00 Planning Committee		16
17	18	19	20	21	22
Conservative Group	Labour Group	19:00 Council	19:00 Corporate O&S		23
24	25	26	27	28	29
	19:00 Licensing Sub-Committee	19:00 Housing O&S	19:00 Cleaner, Greener & Safer O&S		30

DECEMBER 2014

Monday	Tuesday	Wednesday	Thursday	Friday	Sat/Sun
1 December	2	3	4	5	6
Conservative Group	19:00 Health & Wellbeing O&S	19:00 Cabinet	19:00 Corporate Parenting Committee		7
8	9	10	11	12	13
Planning Chair's Briefing	19:00 Standards & Audit Committee	18:00 SACRE	19:00 Planning Committee		14
15	16	17	18	19	20
	19:00 Licensing Sub-Committee				21
22	23	24	25	26	27
		Civic Offices Closed	Civic Offices Closed Christmas Day	Civic Offices Closed Boxing Day	28
29	30	31			

JANUARY 2015

Monday	Tuesday	Wednesday	Thursday	Friday	Sat/Sun
			1 January Bank Holiday	2	3
					4
5	6	7	8	9	10
Planning Chair's Briefing	19:00 Children's Services O&S	19:00 Housing O&S	19.00 Planning Committee		11
12	13	14	15	16	17
Conservative Group	19:00 Health & Wellbeing O&S	19:00 Cabinet	14.00 Heath & Wellbeing Board 19:00 Corporate O&S		18
19	20	21	22	23	24
	19:00 Licensing Sub-Committee	19:00 Planning, Transport and Regeneration O & S	19:00 Cleaner, Greener and Safer O & S		25
26	27	28	29	30	31
Conservative Group	Labour Group	19:00 Council	19:00 Licensing Committee		

FEBRUARY 2015

Monday	Tuesday	Wednesday	Thursday	Friday	Sat/Sun
					1 February
2	3	4	5	6	7
Planning Chair's Briefing	19:00 Corporate O&S (budget)*	19:00 Standards & Audit Committee	19.00 Planning Committee		8
9	10	11	12	13	14
Conservative Group	19:00 Children's Services O&S	19:00 Cabinet			15
16	17	18	19	20	21
	19:00 Health & Wellbeing O&S	18:00 SACRE 19:00 Housing O&S	19:00 Licensing Sub-Committee		22
23	24	25	26	27	28
Conservative Group	Labour Group	19:00 Council			

* Members of all Overview & Scrutiny Committees will be invited to attend the Corporate O&S meeting on 3 February to consider the budget.

MARCH 2015

Monday	Tuesday	Wednesday	Thursday	Friday	Sat/Sun
					1 March
2	3	4	5	6	7
Planning Chair's Briefing		19:00 Planning, Transport & Regeneration O&S	19:00 Planning Committee		8
9	10	11	12	13	14
Conservative Group	19:00 Children's Services O&S	19:00 Cabinet	14:00 Heath & Wellbeing Board 19:00 Corporate Parenting Committee		15
16	17	18	19	20	21
	19:00 Standards & Audit Committee	19:00 Licensing Sub-Committee 19:00 Housing O&S	19:00 Cleaner, Greener & Safer O&S		22
23	24	25	26	27	28
Conservative Group	Labour Group	19:00 Council	19:00 Corporate O&S		29
30	31				
Planning Chair's Briefing	19:00 Health & Wellbeing O&S				

APRIL 2015

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Monday	Tuesday	Wednesday	Thursday	Friday	Sat/Sun
		1 April	2 19.00 Planning Committee	3 Good Friday Bank Holiday	4 Easter Day
6 Easter Monday Bank Holiday	7	8	9	10	11
					12
13	14	15 19:00 Licensing Sub-Committee	16	17	18
					19
20	21	22	23	24	25
					26
27 Planning Chair's Briefing	28	29	30 19.00 Planning Committee		

MAY 2015

Monday	Tuesday	Wednesday	Thursday	Friday	Sat/Sun
				1May	2
					3
4	5	6	7	8	9
Bank Holiday			LOCAL & GENERAL ELECTION		10
11	12	13	14	15	16
4 th day after the ordinary day of election – persons not re-elected cease to be in office. Newly elected councillors officially take up office.	In an election year, the AGM must be held within 21 days of the day immediately following the date of retirement, otherwise, anytime in May (day 1)				17
18	19	20	21	22	23
					24
25	26	27	28	29	30
Bank Holiday		19:00 Annual Council			31

JUNE 2015

Monday	Tuesday	Wednesday	Thursday	Friday	Sat/Sun
1 June <i>(day 21 – last possible day to hold AGM)</i>	2	3	4	5	6
					7
8	9	10	11	12	13
					14
15	16	17	18	19	20
					22
22	23	24	25	26	27
					28
29	30				

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Schedule of Local Elections

WARD	2015	2016	2017	2018
Aveley & Uplands	Pearce (C)	Ray (UKIP)	Local elections are not scheduled to be held in 2017	O'Keefe-Ray (UKIP)
Belhus	C Curtis (L)	Gray (L)		C Baker (UKIP)
Chadwell St Mary	Fish (L)	G Rice (L)		B Rice (L)
Chafford & North Stifford	Wootton (C)	Hague (C)		No election
Corringham & Fobbing	Coxshall (C)	Roast (C)		No election
East Tilbury	Purkiss (I)	Palmer (I)		No election
Grays Riverside	Morris-Cook (L)	J Kent (L)		Kerin (L)
Grays Thurrock	C Kent (L)	Gupta (L)		Stone (L)
Little Thurrock Blackshots	No election	Redsell (C)		Maney (C)
Little Thurrock Rectory	Kelly (C)	No election		Gledhill (C)
Ockendon	Kiely (L)	Johnson (C)		J Baker (UKIP)
Orsett	No election	S Little (C)		B Little (C)
South Chafford	No election	Key (C)		Ojetola (C)
Stanford East & Corringham Town	P Smith (L)	Speight (L)		Jones (UKIP)
Stanford le Hope West	Hebb (C)	Hipsey (L)		No election
Stifford Clays	Shinnick (L)	No election		Snell (UKIP)
The Homesteads	Tolson (C)	MacPherson (C)		Halden (C)
Tilbury Riverside & Thurrock Park	Baldwin (L)	No election		Okunade (L)
Tilbury St Chads	No election	Worrall (L)		Liddiard (L)
West Thurrock & South Stifford	Holloway (L)	Gerrish (L)		A Smith (L)

11 June 2014	ITEM: 12
Annual Council	
Schedule of elections and order of retirement of councillors	
Wards and communities affected: None	Key Decision: Non-key
Report of: Graham Farrant, Chief Executive	
Accountable Head of Service: Fiona Taylor, Head of Legal & Democratic Services and Monitoring Officer	
Accountable Director: Graham Farrant, Chief Executive	
This report is public	

Executive Summary

This report informs Council of the schedule of elections to be held between 2015 and 2018 and also sets out the order of retirement of Councillors.

1. Recommendation(s)

1.1 That the schedule of elections from 2015 to 2018 and order of retirement of Councillors be noted.

2. Introduction and Background

2.1 This report advises Council of the schedule of elections from 2015 to 2018, in accordance with Schedule 2 of the Borough of Thurrock (Electoral Changes) Order 2002.

2.2 In accordance with the Order, approximately one-third of the seats on the Council come up for election each year, with a break in the fourth year of the cycle when no elections are held.

3. Issues, Options and Analysis of Options

3.1 This report complies with the Borough of Thurrock (Electoral Changes) Order 2002.

3.2 The order of retirement of Councillors is set out in **Appendix 1** to this report.

4. Reasons for Recommendation

- 4.1 The Council are requested to note the schedule of elections and the order of retirement of councillors.

5. Consultation (including Overview and Scrutiny, if applicable)

- 5.1 No consultation has been undertaken in respect of this report.

6. Impact on corporate policies, priorities, performance and community impact

- 6.1 The production of a schedule of elections to 2018, together with the order of retirement of Councillors, underscores the Council's commitment to both good governance and timely communication of the requirements of the Borough of Thurrock (Electoral Changes) Order 2002.

7. Implications

7.1 Financial

Implications verified by: **Sean Clark**
Head of Corporate Finance

The cost of administering election by thirds is built into the current budget and medium term financial forecast. Any changes to this arrangement would require a re-profiling of budgets and would be set out in specific reports.

7.2 Legal

Implications verified by: **David Lawson**
Deputy Head of Legal & Democratic Services

The report complies with the requirements of the Borough of Thurrock (Electoral Changes) Order 2002. There are no direct legal implications.

7.3 Diversity and Equality

Implications verified by: **Natalie Warren**
Community Development and Equalities Manager

There are no diversity implications noted in this report.

7.4 Other implications (where significant) – i.e. Staff, Health, Sustainability, Crime and Disorder)

None.

8. Background papers used in preparing the report (including their location on the Council's website or identification whether any are exempt or protected by copyright):

- The Borough of Thurrock (Electoral Changes) Order 2002. This is available online at <http://www.legislation.gov.uk/uksi/2002/2234/contents/made>

9. Appendices to the report

- **Appendix 1** – Order of retirement of Councillors

Report Author:

Steve Jones

Democratic Services Manager

Legal & Democratic Services

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11 June 2014	ITEM: 13
Annual Council	
The Localism Act 2011 – Appointment of Independent Persons	
Wards and communities affected: All	Key Decision: Non-Key
Report of: Fiona Taylor, Head of Legal and Democratic Services and Monitoring Officer	
Accountable Head of Service: Fiona Taylor, Head of Legal and Democratic Services and Monitoring Officer	
Accountable Director: Graham Farrant, Chief Executive	
This report is Public	

Executive Summary

This report follows the decision of the Council on 13 July 2013, which agreed to the appointment of two further independent persons, thus bringing the number of Independent Persons appointed by the Council to three.

The Independent Persons, as required by the new governance regime under the Localism Act 2011, have held the role for just under two years in one case and for 9 months in the case of the other two. All were advised that their initial period of appointment would end after Annual Meeting of the Council in 2014.

In early 2014 it was considered timely to carry out a review, together with a training and consultation session. Having reviewed the situation, the Monitoring Officer is of the opinion to recommend that the engagement of the Independent persons should be set to continue until the Annual Meeting of the Council in 2016. This will afford time to further enhance their skills and competencies.

1. Recommendation(s)

1.1 That, for the purposes of section 28 of the Localism Act 2011, the Council agree to continue the appointment of Sarah Cooper-James, Fiona Fairweather and Fola Onaeko as its Independent Persons until the Annual Meeting of the Council in 2016.

2. Introduction and Background

2.1 The Localism Act 2011 (the “Act”) changed the arrangements for dealing with governance issues regarding the conduct of Members. It abolished the

national Standards Board and required that local authorities establish their own Code of Conduct and establish a process for dealing with allegations that members of the authority may have breached the Code of Conduct.

- 2.2 To add external input, section 28(7) of the Act required the Council to appoint at least one “independent person”, who must be consulted and their views taken into account on all complaints investigated and before a decision on any such complaint is made. The Council may consult with the independent person on other matters relating to an allegation and the Member complained about can also seek the independent person’s views.
- 2.3 The provisions of the Localism Act took effect from 1 July 2012 and at its meeting on 25 July 2012, the Council agreed a new Code of Conduct and Complaints Procedure to replace transitional arrangements.
- 2.4 To ensure “independence”, the Independent Person is not to have links to the Council, councillors or officers. Unfortunately, this went as far as meaning that the previous independent Members of the statutory Standards Committee, who had served for a number of years, were disqualified from applying for the role as they are co-opted members of the Council.
- 2.5 The Council was therefore required to undertake an external recruitment exercise to appoint the independent person. Following this process, the Council agreed to the recruitment of Kevin Madden and Sarah Cooper-James at its meeting on 26 September 2012 (Minute No.57 refers). However, after a short spell of illness, Mr Madden sadly passed away, leaving the Council with just one Independent Person.
- 2.6 From research with authorities in Essex, Hertfordshire and Suffolk, it became clear that the best practice was to have three independent persons to avoid conflicts of interest and absences obstructing the complaints process
- 2.7 On 24 July 2013, the Council considered the recommendation of the Head of Legal and Democratic Services and Monitoring Officer, and agreed to appoint Fiona Fairweather and Fola Onaeko as two further Independent Persons (Minute No.40 refers).

3. Issues, Options and Analysis of Options

Review

- 3.1 Under the localism regime, the Monitoring Officer is pleased to report that the number of complaints against Members is relatively low and compares favourably with other Councils within the region. This does mean that the role of the Independent Person has not been exercised extensively in practice. To address this, training has been provided and the opportunity to meet with other independent persons has been provided.
- 3.2 The view is that, whilst the initial period of tenure was set to end at the Annual Meeting of the Council in 2014, the Independent Persons have yet to reach

their full potential. As the process of recruitment is complex and time consuming, it is considered the best use of resources is to invest in training and development of the existing Independent Persons. Furthermore, the option of sharing Independent Persons with neighbouring boroughs is being explored and in due course may be recommended should it prove to be advantageous to do so.

Proposed Extended Engagement of Independent Persons

- 3.3 For the reasons outlined above it is proposed that the Council agrees the engagement of the Independent persons be set to continue to after the Annual General Council meeting in 2016.

4. Reasons for Recommendation

- 4.1 To ensure statutory compliance and effective administration of any business that may engage the Members Code of Conduct.

5. Consultation (including Overview and Scrutiny, if applicable)

- 5.1 It is a statutory requirement that Council is consulted and approves the appointments.

6. Impact on corporate policies, priorities, performance and community impact

- 6.1 The appointment is a statutory requirement.

7. Implications

7.1 Financial

Implications verified by: **Michael Jones**
Management Accountant

The allowance paid to each of the Independent Persons is met from the Members Allowance Budget.

7.2 Legal

Implications verified by: **David Lawson**
Deputy Head of Legal & Democratic Services

The statutory requirements are set out in the report and have been met. Under Section 28(8)(c)(iii) of the Localism Act 2011, this decision must be agreed by a majority of the whole number of councillors.

7.3 **Diversity and Equality**

Implications verified by: **David Lawson**
Deputy Head of Legal & Democratic Services

The previous appointments followed an open recruitment process ensuring that the recommended candidates were selected on merit

7.4 **Other implications** (where significant) – i.e. Staff, Health, Sustainability, Crime and Disorder)

None

8. **Background papers used in preparing the report** (including their location on the Council's website or identification whether any are exempt or protected by copyright):

- Reports to the Council to seek agreement to the appointment of Independent Persons on 26 September 2012 and 24 July 2013. These reports are available online at <http://democracy.thurrock.gov.uk/thurrock/Home.aspx>
- The original recruitment documents relating to each of the Independent Persons contain personal information and as such are exempt under paragraph 1 of Schedule 12 A of the Local Government Act 1972 as amended and it is not in the public interest to disclose those documents

9. **Appendices to the report**

- None

Report Author:

David Lawson
Deputy Head of Legal & Democratic Services
Legal & Democratic Services