

Supplementary Committee Agenda



**Epping Forest
District Council**

Appointments Panel Thursday, 10th May, 2012

Place: Committee Room 2, Civic Offices, High Street, Epping

Time: 7.00 pm

Democratic Services: Simon Hill Tel: 01992 564249
Democraticservices@eppingforestdc.gov.uk

5. CHAIRMAN AND VICE-CHAIRMAN OF COUNCIL 2012/13 (Pages 3 - 4)

(b) Vice-Chairman of the Council

Nominations received are attached

6. LEADER AND CABINET (Pages 5 - 6)

To report on the current position:

- (a) Cabinet Appointments;
- (b) Cabinet Portfolios and responsibilities
- (c) Cabinet Subcommittees and Appointments

schedule is attached.

12. COMMITTEES ETC - NOMINATIONS (Pages 7 - 22)

(a) Nominations

A combined schedule is attached

13. REPRESENTATIVES ON OUTSIDE ORGANISATIONS (Pages 23 - 28)

A combined schedule is attached

14. COUNCIL MEETING - SEATING PLAN 2012/13 (Pages 29 - 30)

To consider a draft Council seating plan. A new proposed layout is attached for information.

NOMINATION FORM FOR VICE-CHAIRMAN OF THE COUNCIL
2012/2013

Nominee: Councillor MARY SARTIN

We the undersigned hereby nominate the above named councillor for the position of Vice-Chairman of the Council for 2012/2013 –

Councillor/Group	Signature
LESLEY WAGLAN (CON)	
Ulrike M. Gadsby	
DAVID STALLAN	
SYD STAVROU	
Will P. Keska	
BRIAN ROLFE CON	
JOHN WYATT CON	
ANNE GRIGG CON	
Con.	
WILL BREARE-HALL CON	
RICHARD BASSETT CON	
KEN ANGOLD-STEPHENS LRA	
Richard MORFAN Ind)	
JON WHITEHOUSE (LIB DEM)	
ANTHONY BOYCE (CON)	
CHRIS WHITBREAD	

The nomination form must be signed by not less than 12 District Councillors drawn from at least two political groups.

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Council Appointments

(a) Leader Nominations

	2012/13
Leader	Chris Whitbread

Leader Appointments:

(b) Deputy Leader

	2012/13
Deputy Leader	Syd Stavrou

(c) Other Cabinet Members/Allocation of Portfolios

Portfolio Title	Portfolio Holder 2012/13
Leader	Chris Whitbread
Finance and Technology	Syd Stavrou
Leisure and Wellbeing	Liz Webster
Environment	Will Breare-Hall
Housing	David Stallan
Safer, Greener and Highways	Gary Waller
Planning	Richard Bassett
Support Services	Hal Ulkun
Asset Management and Economic Development	Anne Grigg

Existing Cabinet Committee Memberships (not part of pro rata allocations)

(a) Finance and Performance Management Cabinet Committee

Leader

Finance and Technology Portfolio Holder (Chairman)

Housing Portfolio Holder

Planning Portfolio Holder

Safer, Greener and Highways Portfolio Holder

(b) North Weald Airfield and Asset Management Cabinet Committee to be renamed Asset Management Cabinet Committee

Leader

Asset Management and Economic Development Portfolio Holder (Chairman)

Environment Portfolio Holder

Finance and Technology Portfolio Holder

Leisure and Wellbeing Portfolio Holder

(c) Local Plan Cabinet Committee

Leader

Asset Management and Economic Development Portfolio Holder

Environment Portfolio Holder

Housing Portfolio Holder

Planning Portfolio Holder (Chairman)

Committee Appointments 2011-12

Area Plans Sub-Committee East (19 Members)					
		Conservatives	Liberal Democrats	LRA	Independent
MEMBERSHIP 2011/12	Chairman/Vice Chair	A Boyce (Chair) S Jones (V/C)			
		K Avey	D Jacobs		R Morgan
		A Boyce	J H Whitehouse		P Gode (Lab)
		W Breare-Hall	J M Whitehouse		
		D Collins			
		A Grigg			
		P Keska			
		M McEwen			
		S Packford			
		J Philip			
		B Rolfe			
		D Stallan			
		C Whitbread			
		G Waller			
MEMBERSHIP 2011/12	Chairman/Vice Chair	A Boyce (Chair) S Jones (V/C)			
		K Avey	D Jacobs		P Gode (Lab)
		W Breare-Hall	J H Whitehouse		Morgan (ind)
		H Brady	J M Whitehouse		
		T Church			
		A Grigg			
		P Keska			
		M McEwen			
		J Philip			
		B Rolfe			
		D Stallan			
		C Whitbread			
		G Waller			

Area Plans Sub-Committee West (14 Members)

		Conservatives	Liberal Democrats	LRA	Independent
MEMBERSHIP 2011/12	Chairman/Vice Chair	J Wyatt (Chair) E Webster (V/C)			
		R Bassett			J Collier
		R Gadsby			
		D Johnson			
		Y Knight			
		J Lea			
		A Mitchell			
		W Pryor			
		M Sartin			
		P Smith			
		S Stavrou			
		A Watts			
MEMBERSHIP 2012/13	Chairman/Vice Chair	P Smith (Chair) Y Knight (V/C)			
		R Bassett			
		R Gadsby			
		D Johnson			
		H Kane			
		J Lea			
		A Mitchell			
		M Sartin			
		G Shiell			
		S Stavrou			
		A Watts			
		J Wyatt			
		E Webster			

Area Plans Sub-Committee South (23 Members - subject to opt in)					
		Conservatives	Liberal Democrats	LRA	Independent
MEMBERSHIP 2011/12	Chairman/Vice Chair	J Hart (Chair) S Watson (V/C)			
		R Barrett	D Dodeja	K Angold-Stephens	P Richardson (BNP)
		K Chana	P Spencer	T Cochrane	
		J Knapman	J Sutcliffe	R Cohen	
		A Lion		C Finn	
		G Mohindra		Jennie Hart	
		B Sandler		L Leonard	
		H Ulkun		J Markham	
		L Wagland		C Pond	
				D Wixley	
MEMBERSHIP 2011/12	Chairman/Vice Chair	J Hart (Chair) S Watson (V/C)		C Pond (Chair)	
		K Chana		K Angold-Stephens	S Murray
		J Knapman		H Mann	
		A Lion		All LRA members subject to receipt of opt in forms.	
		G Mohindra			
		B Sandler			
		H Ulkun			
		L Wagland			

Audit and Governance Committee (3 members plus 2 co-opted persons)					
		Conservatives	Liberal Democrats	LRA	Independent
MEMBERSHIP 2011/12	Chairman/Vice Chair	A Watts (Chair)			
		S Watson		C Finn	
MEMBERSHIP 2012/13	Chairman/Vice Chair	A Watts (Chair)			
		S Watson		C Finn	

Committee for the Appointment of the Chief Executive (7 members cross party)

		Conservatives	Liberal Democrats	LRA	Independent
MEMBERSHIP 2011/12	Chairman/Vice Chair		Jon Whitehouse (Chair)	C Pond (VC)	
		A Grigg			S Murray
		M McEwen			
		J Philip			
		L Wagland			
MEMBERSHIP 2012/13	Chairman/Vice Chair		Jon Whitehouse (Chair)	C Pond (VC)	
		TBC			

Complaints Panel (Pool of 11 members)

		Conservatives	Liberal Democrats	LRA	Independent
MEMBERSHIP 2011/12	Chairman/Vice Chair	H Ulkun (V/C)		R Cohen (Chair)	
		K Avey		D Wixley	P Richardson (BNP)
		P Keska			
		Y Knight			
		B Rolfe			
		B Sandler			
		E Webster			
MEMBERSHIP 2012/13	Chairman/Vice Chair			R Cohen (Chair)	
		P Keska	P Spencer	H Mann	
		Y Knight			
		B Sandler			
		G Chambers			
		G Shiell			
		P Smith			
		A Mitchell			

District Development Control Committee (15 members)

		Conservatives	Liberal Democrats	LRA	Independent
MEMBERSHIP 2011/12	Chairman/Vice Chair	B Sandler (Chair) R Bassett (V/C)			
		A Boyce	D Dodeja	C Finn	
		K Chana	J M Whitehouse	J Markham	
		J Hart		C Pond	
		S Jones			
		J Philip			
		H Ulkun			
		S Watson			
		J Wyatt			
MEMBERSHIP 2012/13	Chairman/Vice Chair	B Sandler (Chair) A Boyce (VC)			
		S Jones	J M Whitehouse	C Finn	R Morgan (Ind)
		S Watson		J Markham	
		J Hart		C Pond	
		P Smith			
		Y Knight			
		J Wyatt			
		B Rolfe			
		J Philip			

Electoral and Community Governance Review (5 members and five deputies)

		Conservatives	Liberal Democrats	LRA	Independent
MEMBERSHIP 2011/12	Chairman/Vice Chair	C Whitbread (Chair) D Stallan (V/C)			
		J Philip	D Jacobs	C Finn	
		M Sartin (Deputy)	J M Whitehouse (Deputy)	C Pond (Deputy)	
		S Watson (Deputy)			
		L Webster (Deputy)			
MEMBERSHIP 2011/12	Chairman/Vice Chair				
		J Philip	D Jacobs	K Angold Stephens	
		M Sartin			
		D Stallan		C Pond (Deputy)	
		L Webster (Deputy)			
		S Watson (Deputy)			
	B Rolfe (Deputy)				

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

		Conservatives	Liberal Democrats	LRA	Independent
MEMBERSHIP 2011/12	Chairman/Vice Chair	B Rolfe (Chair)	J Sutcliffe (V/C)		
		R Gadsby		Jennie Hart	
		Y Knight			
		P Keska (substitute)	J H Whitehouse (substitute)	T Cochrane (substitute)	
		J Lea (substitute)			
		A Mitchell (substitute)			
MEMBERSHIP 2012/13	Chairman/Vice Chair	A Mitchell (Chair)			
		B Rolfe	J H Whitehouse	Jennie Hart	
		Y Knight			
				L Leonard (substitute TBC)	
		P Keska (substitute)			
		J Lea (substitute)			
		R Gadsby (substitute)			

NB Area Plans Sub Chairs must be members of DDCC

Joint Consultative Committee (9 members plus 9 staff side representatives)

		Conservatives	Liberal Democrats	LRA	Independent
MEMBERSHIP 2011/12	Chairman/Vice Chair	G Mohindra (V/C)			
		D Johnson	J H Whitehouse	T Cochrane	
		A Lion		Jennie Hart	
		J Philip			
		G Waller			
		J Wyatt			
MEMBERSHIP 2012/13	Chairman/Vice Chair	R Bassett (Chair)			
		C Whitbread	J H Whitehouse	T Cochrane	
		S Starou		L Girling TBC	
		A Lion			
		D Stallan			
		G Waller			
		R Bassett			

1 too many nominations

Licensing Committee (15 members)

		Conservatives	Liberal Democrats	LRA	Independent
MEMBERSHIP 2011/12	Chairman/Vice Chair	A Lion (V/C)			R Morgan (Chair)
		A Boyce	D Dodeja	K Angold-Stephens	
		K Chana	J Sutcliffe	L Leonard	
		R Gadsby		D Wixley	
		M McEwen			
		W Pryor			
		M Sartin			
		P Smith			
		G Waller			
Sub-Committee Chairs		M McEwen, P Smith, M Sartin		K Angold-Stephens D Wixley	R Morgan
MEMBERSHIP 2012/13	Chairman/Vice Chair	A Lion (VC)			R Morgan (Chair)
		M Sartin	D Jacobs	K Angold-Stephens	
		N Wright		T Thomas	
		P Smith		D Wixley	
		A Mitchell			
		G Shiell			
		A Lion			
		Others TBC			
Sub-Committee Chairs		M Sartin, P Smith, TBA		K Angold-Stephens D Wixley	R Morgan

Overview and Scrutiny Committee (11 members)

		Conservatives	Liberal Democrats	LRA	Independent
MEMBERSHIP 2011/12	Chairman/Vice Chair	R Bassett (Chair)		D Wixley (V/C)	
		K Chana	D Jacobs	R Brookes	S Murray
		D Johnson			
		S Jones			
		M Sartin			
		D Stallan			
		G Waller			
MEMBERSHIP 2012/13	Chairman/Vice Chair			K Angold Stephens (Ch)	
		M Sartin	D Jacobs	D Wixley	
		A Lion			
		R Gadsby			
		P Smith			
		J Philip			
		3 Seats TBC			

Staff Appeals Panel (5 members and 5 substitutes)

		Conservatives	Liberal Democrats	LRA	Independent
MEMBERSHIP 2011/12	Chairman/Vice Chair	B Sandler (V/C)	J M Whitehouse (Chair)		
		A Boyce		T Cochrane	
		Y Knight			
		W Breare-Hall (substitute)	P Spencer (substitute)	L Leonard (substitute)	
		A Grigg (substitute)			
		G Waller (substitute)			
MEMBERSHIP 2012/13	Chairman/Vice Chair				
		B Sandler	J M Whitehouse	T Cochrane	
		B Rolfe			
		TBC		R Cohen (substitute)	
		Subs TBC			

Other Bodies

Local Highways Panel (NEW) 7 District, 7 County members – ECC Chair					
		Conservatives	Liberal Democrats	LRA	Independent
MEMBERSHIP 2012/13	Chairman/Vice Chair				
				L Leonard	

Leisure Management – Contract Monitoring Board (6 members)					
		Conservatives	Liberal Democrats	LRA	Independent
MEMBERSHIP 2011/12	Chairman/Vice Chair				
		G Mohindra	J M Whitehouse	R Brookes	
		R Gadsby			
		J Knapman			
		S Packford			
MEMBERSHIP 2012/13	Chairman/Vice Chair				
		L Webster	J M Whitehouse	H Mann	
		W Breare Hall			
		N Wright			
		G Chambers			

"Olympic Champion"					
		Conservatives	Liberal Democrats	LRA	Independent
MEM. 2011/12		E Webster			
MEM. 2012/13		E Webster			

Standards Committee (3 members plus 3 Independent members plus 3 local council representatives)					
		Conservatives	Liberal Democrats	LRA	Independent
MEM 2011/12	Chairman/Vice Chair				
		A Grigg	J H Whitehouse		
		A Mitchell			
MEM 2012/13	Chairman/Vice Chair				
		A Grigg		C Pond	
		A Mitchell			

Waste Management Partnership Board (2 Members plus 2 Officers and 4 representatives of the Council's Waste Management Contractor)					
		Conservatives	Liberal Democrats	LRA	Independent
MEMBERSHIP 2011/12	Chairman/Vice Chair	J Knapman (Chair)			
		G Waller			
MEMBERSHIP 2011/12	Chairman/Vice Chair				
		W Breare Hall			
		S Stavrou			

APPENDIX

Leader Appointments

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

Organisation and Allocation Category		Representation for 2011/12	Representation for 2012/13
1.	Civil Enforcement of Parking and Traffic Regulations Outside London (PATROL) – Adjudication Joint Committee (Executive)	Mrs P Smith	G Waller
2.	Crime and Disorder Strategy Panel (Executive)	Mrs P Smith J Knapman (deputy)	G Waller W Breare-Hall (Dep)
3.	East of England Local Government Association (Executive)	Mrs L Wagland	C Whitbread
4.	Enfield Essex Herts Border Liaison Group (Executive/Local)	R Bassett Mrs P Smith Mrs M Sartin (Mrs J Lea, W Pryor, J Wyatt as deputies)	R Bassett Mrs P Smith Mrs M Sartin (Mrs J Lea, J Wyatt + 1 TBC deputies)
5.	Epping Forest District Local Strategic Partnership (Executive) (a) LSP Board (b) Health Equalities Group (c) Safer Communities Partnership (d) Sustainable Communities Group (e) Epping Forest Children's Partnership	(a) Mrs L Wagland, J Philip (b) B Sandler (c) Mrs P Smith (d) Mrs S Jones (e) R Barrett	(a) C Whitbread/ A Grigg (b) B Sandler (c) G Waller (d) A Grigg (e) L Webster
6.	Essex On-Line Partnership (Executive)	J Philip	Not required
7.	Harlow Stansted Gateway Transportation Board (HSGTB) (Executive)	G Mohindra J Knapman (deputy)	G Waller A Grigg (dep)
8.	Highways Panel (West Area) (Executive)	Mrs P Smith K Chana (deputy)	Thought defunct Officers To confirm

Organisation and Allocation Category		Representation for 2011/12	Representation for 2012/13
9.	Housing Repairs Advisory Group (Executive)	M McEwen - Housing Portfolio Holder G Mohindra - Finance and Economic Development Portfolio Holder Chairman Housing Scrutiny Panel Vice Chairman Housing Scrutiny Panel	Housing Portfolio Holder Chairman Housing Scrutiny Panel Vice Chairman Housing Scrutiny Panel (Involvement of Finance and Technology Portfolio Holder at discretion of leader)
10.	Local Government Association - General Assembly (Executive)	Mrs L Wagland J Philip (Deputy)	C Whitbread S Stavrou (Dep)
11.	Local Government Information Unit Management Committee (Executive)	Mrs L Wagland J Philip	Not required
12.	Northern Essex Parking Partnership (Executive)	P Smith J Knapman (Deputy)	G Waller W Breare-Hall (Dep)
13.	Waste Partnership Member Board (Executive)	J Knapman P Smith (deputy)	W Breare-Hall G Waller (Dep)
14.	Waste Partnership - Inter-Authority Member Working Group (Executive)	J Knapman P Smith (deputy)	W Breare-Hall G Waller (Dep)

APPENDIX

Council Appointments

Representation on Outside Organisations

Organisations Carrying Out Council Regulatory or Non-Cabinet Functions

Organisation and Allocation Category		Representation for 2011/12	Nominations for 2012/13
1.	Care and Repair - Management Committee	K Avey S Watson J H Whitehouse	
2.	Epping Forest Citizens' Advice Bureau	R Cohen S Packford (A Mitchell and W Pryor deputies)	R Cohen
3.	Campaign to Protect Rural England (Essex Branch)	A Boyce Y Knight (deputy)	
4.	Epping Forest Community Transport Steering Group	A Lion	
5.	Epping Forest Housing Aid Committee	S Watson	
6.	Grange Farm Managing Trustees	Appointment for the period 1 June 2011 for four years: D Johnson B Scrutton P Smith	Not required this year
7.	Lee Valley Regional Park Authority (Term to 30/6/2013)	M Sartin S Stavrou R Bassett (Deputy) J Wyatt (Deputy)	NOT REQUIRED THIS YEAR

Organisation and Allocation Category		Representation for 2011/12	Nominations for 2012/13
8.	Leisure Centres Liaison Groups -Ongar Leisure Centre - Epping Sports Centre - Loughton Leisure Centre - Waltham Abbey Swimming Pool	D Jacobs P Keska K Avey W Breare-Hall R Barrett R Brookes D Johnson W Pryor	T Cochrane TBC Jennie Hart TBC
9.	Local Councils' Liaison Committee	K Angold-Stephens R Morgan B Rolfe P Smith B Sandler	
10.	Local Government Association - Rural Commission	A Boyce (voting member) M McEwen	
11.	Museums in Essex Committee	R Gadsby	
12.	Police and Community Consultative Group – Epping Forest	K Chana H Ulkun	
13.	Police and Crime Panel	n/a	
14.	Princess Alexandra Hospital - Partnership Governor	G Waller	
15.	Roding Valley Meadows Local Nature Reserve (a) Management Committee (b) Working Group	S Murray S Murray	(a) (b) Officer representative see officer schedule *
16.	Stansted Airport Consultative Committee	M Sartin G Waller	

Organisation and Allocation Category		Representation for 2011/12	Nominations for 2012/13
17.	Stansted Airport Community Trust Fund	R Morgan	
18.	Town Centre Partnerships (a) Buckhurst Hill Town Centre Partnership (b) Epping Town Centre Partnership (c) Loughton Broadway Town Centre Partnership (d) Loughton High Road Town Centre Partnership (e) Ongar Town Forum - Steering Group (f) Waltham Abbey Town Partnership	J Sutcliffe H Ulkun W Breare-Hall S Packford Jennie Hart J Knapman R Barrett D Wixley D Jacobs P Keska R Gadsby J Lea	Jennie Hart L Leonard K Angold Stephens C Finn
19.	Voluntary Action Epping Forest	W Pryor	
20.	Waltham Abbey Royal Gunpowder Mills Ltd	W Pryor	
21.	Waltham Abbey Tourist Information Centre - Joint Management Committee	J Lea A Mitchell E Webster	
22.	Waste Management and Street Cleansing – Loughton Stakeholders' Group	R Barrett C Finn L Leonard	T Thomas L Girling Plus 1 other LRA TBC

Representation on Outside Organisations - Appointments Held by Officers

Appointments by Leader – Organisations Carrying Out Executive Functions

The following appointments to be made by the Leader of the Council in accordance with Council minute 121 – 17 February 2009 as they fall within the 'Executive' category.

Number:	Organisation and Committee Responsible	Representative 2011-12	Representative 2012-13
1	Access Group – Joint Management Team	Special Needs Manager	

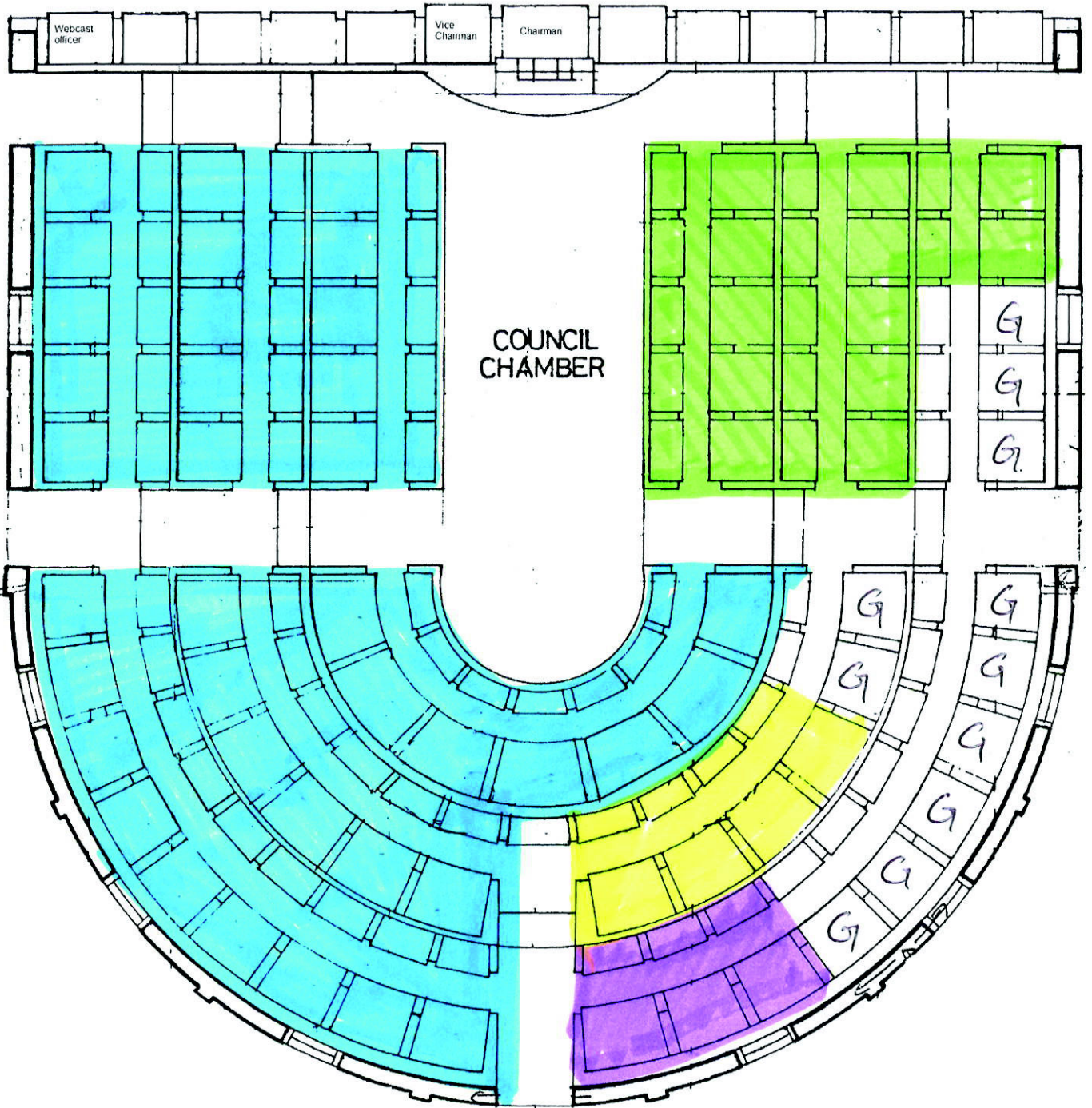
Number:	Organisation and Committee Responsible	Representative 2011-12	Representative 2012-13
NEW	Association of Retained Council Housing (ARCH)	A Hall – Director of Housing	
2	Essex Archaeological and Historical Congress	Epping Forest District Museum Officer	
3	Museum Service (South Eastern)	Epping Forest District Museum Officer	
4	National Society for Clean Air (SE Division)	Director of Environment and Street Scene (or representative)	
5	Standing Conference – Investigation of Air Pollution	Director of Environment and Street Scene (or representative)	
6	Roding Valley Meadow Local Nature Reserve Working Group	Director of Planning and Economic Development (or representative)	

Organisations Carrying Out Council Regulatory or Non-Executive Functions

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

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

Council 2012-13
Draft party seating layout.



- Conservative
- Houghton Residents
- Liberal Democrat
- Ind/Labour.

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