

**OVERVIEW & SCRUTINY COMMITTEE –
16 April 2024**

Item 7

Appendix 2

Questions asked:-

1. Which Outside Body do you represent?
2. How often do meetings take place?
3. Where do meetings take place?
4. What is the scope of decisions taken by the Outside Body per year?
5. Can you please outline the Terms of Reference.
6. Do you think that Rochford District Council appointees add value to the Outside Body?
7. Do you have any specific expectations you wish to see from Rochford District Council’s appointees to the Outside Body?
8. Should the number of current Rochford District Council appointments remain the same, increase or decrease?
9. An other feedback?

(Feedback in order received.)

| Outside Body | Feedback |
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| Essex Heritage Trust | 2. Trustees Meetings 3 times a year. One Annual meeting for Friends/Donors and Councils. 3. A different venue in Essex each year. 4. None. 5. None. 6. Represent the Council at the Annual Meeting. 7. None. 8. Same. 9. No. |

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| <p>Essex Countywide Traveller Unit</p> | <ol style="list-style-type: none"> 2. Biannually. 3. Essex County Council – Chelmsford. 4. Appendix 5, page 208 of the ECC Constitution. 5. https://www.essex.gov.uk/sites/default/files/2023-12/Essex%20County%20Council%20Constitution%20-%202019.12.23.pdf 6. Yes – worth noting that Rochford District Council pay a fee to be a Member of the ECTU. 7. None. 8. We would require 1 Member (a named substitute can also be provided). 9. None. |
| <p>Rayleigh and Rochford Association of Voluntary Services</p> | <ol style="list-style-type: none"> 2. Monthly and occasionally ad-hoc. 3. RRAVS Offices in Rayleigh. 4. None, Lead Member refused to join the board. 5. I will not supply as we do not currently have a representative on the Board as the Lead Member refused to join. 6. If the Lead Member had joined, they understand the workings of the Outside Body, can support us at Council meetings, can see how we add value to the residents, support us when requesting funding from the Council, can speak about the organisation’s successes and areas of concern. 7. Lead Member or deputy to join the Board to understand the positive difference that we are making to our residents. Meetings are held during the day. |

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| | <p>8. One Lead Member or Deputy would be fine.</p> <p>9. We have missed having the Lead Member on the board this year.</p> |
| <p>London Southend Airport Consultative Committee</p> | <p>2. Quarterly.</p> <p>3. Holiday Inn, Southend Airport.</p> <p>4. See Constitution on LSA Website: https://londonsouthendairport.com/wp-content/uploads/2023/02/lsacc-consultative-committee-constitution-and-terms-of-reference-amended-september-2022-ba82fe16.pdf</p> <p>5. https://londonsouthendairport.com/wp-content/uploads/2023/02/lsacc-consultative-committee-constitution-and-terms-of-reference-amended-september-2022-ba82fe16.pdf</p> <p>6. Yes – see Constitution – 5 Members (3 Cllrs with voting rights and 2 officers.)</p> <p>7. Regular attendance.</p> <p>8. Remain – as per answer in 6 above.</p> <p>9. No.</p> |
| <p>Crouch Harbour Authority</p> | <p>2. Triannual meetings.</p> <p>3. There is a set location, each meeting is held in the Harbour Office, Burnham on Crouch.</p> <p>4. Policy and operational decisions, agenda and minutes are produced and given.</p> <p>5. Ref to the 2007 No 3204 The Crouch Harbour Authority (Constitution) Harbour Revision Order 2007.</p> <p>6. Direct contact with the local District Council who border the rivers of the harbour. The need to have contact if required on matters pertaining to the Harbour.</p> |

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| | <p>7. We encourage Members to be involved with the growing functions of the running of the river and port.</p> <p>8. A single effective point of contact is all we ask.</p> <p>9. N/A</p> |
| <p>South Essex Parking Partnership</p> | <p>2. 4-5 times a year.</p> <p>3. Chelmsford City Council Offices.</p> <p>4. Within the remit of SEPP’s ToR.</p> <p>5. https://www.parkingpartnership.org/south/index.php & https://www.chelmsford.gov.uk/media/bddpnhzw/part-3-responsibility-for-functions.pdf page 51/52</p> <p>6. Yes, they are a required member of SEPP under its terms of reference as they are one of the partner authorities.</p> <p>7. Same as in previous years.</p> <p>8. Can only be one under the ToR.</p> <p>9. N/A</p> |
| <p>River Crouch Coastal Community Team Steering Group</p> | <p>2. Quarterly.</p> <p>3. Within Rochford.</p> <p>4. Approving the name change making it more relevant to the community. Improving the tourism offer, improving the water quality, improving rights of way, improving the environment and wildlife, improving publicity and marketing.</p> |

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| | <p>5. Improvement of business diversity and economic growth, including infrastructure, employment and skills; creation of sustainable communities and place shaping: including heritage and green tourism; protection and conservation of the coastal and river environment – including addressing the effects of coastal climate change.</p> <p>6. Yes – there are a number of initiatives that the CVCT are undertaking that are relevant and enhance the RDC, Parish and County Council objectives. The Chair of the Crouch Harbour Community is a member of the CVCCT Steering Group where cross fertilisation of business and policy combine.</p> <p>7. We look for support and involvement from the other participating District Councils (MDC and CCC) to make the CVCCTV more effective.</p> <p>8. Remain the same.</p> <p>9. We have a number of projects that may interest/impinge other Outside Bodies. We recently streamlined our annual report and will be updating and issuing a half year report to outline progress that we have made. It would be useful to have the facility to give these wider circulation.</p> |
| <p>Sanctuary in Rochford Committee</p> | <p>2. Quarterly and an annual review.</p> <p>3. Holiday Inn, Southend.</p> <p>4. Influence and recommend improvements to the way local services and neighbourhood/community initiatives are delivered.</p> <p>5. The purpose of the Rochford Committee is to monitor overall operational performance and compliance with the Rochford Charter for Rochford district residents. The committee’s objectives are to focus on continuous improvement to local services provided by Sanctuary Group (the Group) and its agencies; monitor and hold the Group to account for landlord services and investment in new homes within Rochford district; promote good communication between Sanctuary and its stakeholders; actively seek residents’ views and promote resident engagement; monitor spend and ensure services continue to offer good value; work with and support Sanctuary’s operations nationally, whilst also paying due consideration to the objectives of Rochford District Council and other key local partners; influence and recommend improvements to the way local services and neighbourhood/community initiatives are delivered.</p> |

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| | <p>6. Yes, they support decisions and raise items on behalf of RDC and constituents.</p> <p>7. No.</p> <p>8. Remain the same, currently 3.</p> <p>9. N/A.</p> |
| <p>East of England Local Government Association</p> | <p>2. Assembly meetings, 2 times per year.</p> <p>3. One virtual and the AGM in person at the LGA Conference.</p> <p>4. The Assembly is responsible for: appointing the Chair and Vice-Chair; approving the Annual Report of accounts; agreeing on the subscription rates; affirming the Association’s work programme and any other business.</p> <p>5. Extract from the constitution: CONSTITUTION 1. TITLE 1.1 The name of the Association shall be the East of England Local Government Association (“the Association”). 2. MEMBERSHIP 2.1 The Association shall consist of such principal councils in the six historic counties of Bedfordshire, Cambridgeshire, Essex, Hertfordshire, Norfolk and Suffolk (“the Region”) as have desired to be and remain in membership. 2.2 Other public sector organisations operating within the Region may become affiliate members of the Association, on such terms as the Assembly may determine. 3. PURPOSE 3.1 The purpose of the Association is to provide for consultation as to the common interests of its members and for the discussion of matters relating to local government in the Region. 4. OBJECTIVES AND POWERS 4.1 To protect, promote and support democratic local government in the Region. 4.2 To represent, whenever possible by consensus, the interests of member authorities in the Region to national government, to Parliament, political parties, European and other international institutions and other bodies whether national, regional or local including the Local Government Association of England and Wales (“the LGA”) and to negotiate on behalf of local government in the Region. 4.3 To formulate sound policies for the development of local government, effective management within local authorities and the enhancement of local democratic processes in the Region and elsewhere. 4.4 To provide fora for the discussion of matters of common concern to member authorities as a means by which joint views may be formulated and expressed. 4.5 To assist specific interest groupings of member authorities to express their particular views. 4.6 The regulation of relations between member authorities as employers and workers or trade unions and to represent the interests of member authorities as employers</p> |

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| | <p>and carry out other regional responsibilities on behalf of local government. 4.7 To provide cost-effective services to member authorities in accordance with their wishes, including the dissemination of accurate and timely information on all local government and other relevant issues. 4.8 To promote the policies of the Association and to provide information on local government issues to the public and outside organisations. 4.9 To use its best endeavours to enable members of different political groups to have the opportunity to contribute to the Association’s work and to the development of policies which represent, as far as possible, consensus among the political groups and among groups of member authorities. 4.10 To do anything which is calculated to facilitate, or is conducive or incidental to the discharge of the aims of the Association. 5. GOVERNANCE 5.1 There shall be an Assembly of the Association (“the Assembly”). 5.2 The Assembly shall consist of the Leaders or Elected Mayors of the members of the Association. The nominated leader of a political group of councillors in the Region which is not recognised under paragraph 6.10 of this Constitution may participate in meetings of the Assembly in a non-voting capacity. 5.3 A member of the Assembly may nominate another elected member of their authority to act on their behalf at any meeting, provided written notice of the nomination is given to the Association no later than the start of the meeting. 5.4 The Assembly may nominate Honorary President and Vice-President(s) on such terms as the Assembly may determine. 6. MEETINGS OF THE ASSEMBLY 6.1 The Assembly shall hold an Annual General Meeting each year to conduct the following business: a) Appointment of Chairman of the Association who shall be the nominee of the largest political group in the Assembly b) Appointment of a Vice Chairman of the Association who (i) should at least one-half of the members of the Assembly be members of its largest political group, shall be the nominee of that Group (ii) should less than one-half of the memb</p> <p>6. We are a membership body, in order that we can represent our members and offer appropriate services and that each body can benefit. It is important that Leaders of all the Local Authority members have a voice and engage with the Association.</p> <p>7. Engagement in meetings and opportunities to share opinion on specific topics as they arise and to learn from each other.</p> <p>8. The same, the Assembly is a grouping of the Leaders.</p> <p>9. N/A</p> |
| <p>Rayleigh Grange Community</p> | <p>2. Normally quarterly, currently when required.</p> |

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| Association Governing Body | <ol style="list-style-type: none">3. Rayleigh Grange Community Centre.4. Management of the Association and Community Centre.5. Management of the Community Centre.6. Good link to Rochford District Council.7. Assistance in expediting RDC programmed subsidence repairs and refurbishment of our Main Hall.8. The same number as per the lease commitment.9. N/A |
| Thames Estuary Growth Board | <ol style="list-style-type: none">2. Quarterly.3. The venue changes.4. N/A5. N/A6. N/A7. Attendance to board meetings as/when required.8. Remain the same.9. We have not had any direct contact with Cllr Mason who we were asked to provide this feedback for. |