

APPENDIX 1

COMMITTEE ALLOCATIONS – 2004/05

Committee	No. of Seats					
		Conservative	Labour	Liberal Democrat	Hawkwell Residents	Independent
Appeals & Licensing	6	5	0	1	0	0
Community Services	13	11	1 seat on 1 Policy Committee	1	1 seat on 1 Policy Committee	1 seat on 1 Policy Committee
Environmental Services	13	11		1		
Policy & Finance	13	11		1		
Planning Services	39	32	1	4	1	1
Standards	5	4	0	1	0	0
Community Overview & Scrutiny	9	7	1 seat on 1 Overview & Scrutiny Committee	1	1 seat on 1 Overview & Scrutiny Committee	1 seat on 1 Overview & Scrutiny Committee
Environment Overview & Scrutiny	9	7		1		
Finance & Procedures Overview & Scrutiny	9	7		1		
Total No. of Seats	116	95	3	12	3	3

APPENDIX 2

SUB-COMMITTEE ALLOCATIONS – 2004/05

Sub-Committee (Parent Committee)	No. of Seats	Conservative	Labour	Liberal Democrat	Hawkwell Residents	Independent
Animal Welfare Charter (Community Overview & Scrutiny)	6	6	1 seat on 1 Sub Committee	1 seat on 4 Sub Committees	1 seat on 1 Sub Committee	1 seat on 1 Sub Committee
Housing Best Value (Community Overview & Scrutiny)	5	4				
Housing Management (Community Overview & Scrutiny)	5	4				
Hullbridge (Environment Overview & Scrutiny)	5	4				
Parish Liaison (Finance & Procedures Overview & Scrutiny)	5	4				
Playspace (Community Overview & Scrutiny)	5	4				
Taxi Licensing (Environment Overview & Scrutiny)	4	3				
Windmill (Community Services)	4	3				
Total Number of Seats	39	32	1	4	1	1

Note: Terms of reference are as follows:	
Animal Welfare Charter Sub-Committee	To consider the issues and oversee the drafting of the Council's Animal Welfare Charter.
Housing Best Value Sub-Committee	<p><u>Action Plans</u></p> <ul style="list-style-type: none"> • To consider in detail the homelessness, housing strategy and housing management action plans. <p><u>Proposed Housing Developments</u></p> <ul style="list-style-type: none"> • To examine the proposed housing developments referred from the Community Services Committee on 2 September 2003. • To conduct consultations with residents in the locality of each proposed development. • To report back. <p><u>Other Matters</u></p> <p>To investigate the following and report conclusions:-</p> <p><u>Matter</u></p> <p>Definitions of “affordable housing” and “key workers” in the Rochford context</p> <p>Housing Allocations policy review</p> <p>The specification for the next housing needs study</p> <p>Planning for the needs of men fleeing domestic violence</p> <p>Social Inclusion policy development</p> <p>Involvement of private sector organisations in housing management</p> <p>Development of housing wardens</p> <p>Expansion of the “handy person” service and provision of other reliable contractor schemes such as gardening</p> <p>Older persons’ strategy development</p>

Housing Management Sub-Committee	To consider the de-regulation of Francis Walk, Crown Hill, Clarence Road and Tendring Avenue, Rayleigh and to recommend to the parent Committee accordingly.
Hullbridge Sub-Committee	To oversee the final stages of the Town Centre Enhancement Scheme.
Parish Liaison Sub-Committee	To consider areas identified by Parishes to be of particular concern, in order to enable clarity of service delivery and to recommend to the parent committee accordingly.
Playspace Sub-Committee	<p>(1) To recommend a policy, in partnership with the Town/Parish Councils, in respect of public playspaces.</p> <p>(2) To report back to the Community Overview & Scrutiny Committee with recommendations.</p>
Taxi Licensing Sub-Committee	To consider and report on tariff charges and licensing fees and charges associated with the trade.
Windmill Sub-Committee	To consider the options available for the Council with respect to the Rayleigh Windmill and to recommend a plan of action for securing the future of the Windmill and the adjoining area.