

**TENDRING DISTRICT COUNCIL**

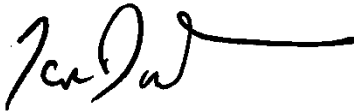
Committee Services  
Room 29  
Town Hall  
Station Road  
Clacton-on-Sea  
Essex  
CO15 1SE

11 May 2023

Dear Councillor

I HEREBY SUMMON YOU to attend the Annual Meeting of the Tendring District Council to be held at 7.30 p.m. on Tuesday 23 May 2023 when the business specified in the accompanying Agenda is proposed to be transacted. The meeting will be held in the Princes Theatre, Town Hall, Station Road, Clacton-on-Sea, CO15 1SE.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Ian Davidson', followed by a horizontal line.

Ian Davidson  
Chief Executive

To: All members of the  
Tendring District Council

# TENDRING DISTRICT COUNCIL

## AGENDA

For the meeting to be held on Tuesday, 23 May 2023

### **Prayers**

**1 Report of the Returning Officer on the District Council Elections - 4 May 2023 - Schedule of Elected Members (Pages 1 - 4)**

The Council is asked to note the schedule of Members elected to Tendring District Council at the elections held on 4 May 2023.

**2 Apologies for Absence**

The Council is asked to note any apologies for absence received from Members.

**3 Retiring Chairman's Announcements**

The Council is asked to note any announcements made by the retiring Chairman of the Council.

**4 Election of the Chairman of the Council for the 2023/2024 Municipal Year**

Pursuant to the provisions of Sections 3 and 4 of the Local Government Act 1972, the Council will elect its Chairman for the 2023/2024 Municipal Year.

**5 Appointment of the Vice-Chairman of the Council for the 2023/2024 Municipal Year**

Pursuant to the provisions of Section 5 of the Local Government Act 1972, the Council will appoint its Vice-Chairman for the 2023/2024 Municipal Year.

**6 Announcements by the Chairman of the Council**

The Council is asked to note any announcements made by the Chairman of the Council.

**7 Announcements by the Chief Executive**

The Council is asked to note any announcements made by the Chief Executive.

**8 Report of the Chief Executive - A.1 - Membership of Political Groups (including their Leaders and Deputy Leaders) (Pages 5 - 8)**

The Council is asked to note the membership (including the Leaders and Deputy Leaders) of the political groups on Tendring District Council, which have been formed in accordance with the relevant provisions of the Local Government and Housing Act 1989 and the Local Government (Committees and Political Groups) Regulations 1990.

**9 Election of Leader of the Council**

In accordance with the Council's executive arrangements, pursuant to Section 9I of Part 1A of the Local Government Act 2000, (as set out in Article 7 of the Council's Constitution), the Council is required to elect the Leader of the Council for a term of office ending on the day of the next post-election annual meeting, (i.e. the Annual Meeting of the Council in May 2027).

**10 Appointment of Deputy Leader of the Council**

Subject to the provisions of sub-paragraphs (4) and (5) of Schedule A1 of the Local Government Act 2000, (as set out in Article 7 of the Council's Constitution), the Leader of the Council **may** at this time appoint the Deputy Leader of the Council for a term of office ending on the day of the next post-election annual meeting (i.e. the Annual Meeting of the Council in May 2027).

**11 Appointment of the Members of the Cabinet**

Pursuant to the provisions of Section 9C of Part 1A of the Local Government Act 2000, (as set out in Article 7 of the Council's Constitution), the Leader of the Council **may** at this time appoint the Members of the Cabinet and allocate portfolios to them.

**12 Size of membership of Committees etc.**

The Council will formally note the size of membership of the Council's Committees and Sub-Committees as follows:-

<u>Committee/Sub-Committee</u>	<u>No. of Members</u>
<b>Audit</b>	<b>(5)</b>
<b>Community Leadership Overview &amp; Scrutiny</b>	<b>(9)</b>
<b>Human Resources &amp; Council Tax</b>	<b>(7)</b>
<b>Licensing and Registration</b>	<b>(10)</b>
<b>Planning</b>	<b>(9)</b>
<b>Planning Policy &amp; Local Plan</b>	<b>(9)</b>
<b>Resources and Services Overview &amp; Scrutiny</b>	<b>(9)</b>
<b>Standards</b>	<b>(7)</b>
<b>Miscellaneous Licensing Sub-Committee</b>	<b>(5)</b>
<b>Town &amp; Parish Councils Standards Sub-Committee</b>	<b>(3)</b>

**NOTE:** With the exception of the Town and Parish Councils Standards Sub-Committee, the membership of the above Committees and Sub-Committees are subject to the Rules of Political Proportionality (Section 15 of the Local Government and Housing Act 1989).

**13 Allocation of seats on Committees and Sub-Committees to the Political Groups formed on Tendring District Council**

Following a meeting of Group Leaders held to discuss and decide the matter, Council will note the allocation to the political groups formed on Tendring District Council of seats on those bodies that are subject to the Rules of Political Proportionality (Section 15 of the Local Government and Housing Act 1989).

**14 Appointment of the Membership of Committees etc. for the 2023/2024 Municipal Year**

In accordance with the wishes expressed by Group Leaders, Council will appoint Members to serve on those bodies that are subject to the Rules of Political Proportionality (Section 15 of the Local Government and Housing Act 1989).

- 15     **Appointment of the Town and Parish Councils Standards Sub-Committee for the 2023/2024 Municipal Year**
- Council will note that the appointment of Members to serve on the Town and Parish Councils Standards Sub-Committee will take place at the next meeting of the Standards Committee.
- NOTE: The Town and Parish Councils Standards Sub-Committee's membership **must** be chosen from the membership of the Standards Committee.
- 16     **Election of Chairmen and Vice-Chairmen of Committees etc. for the 2023/2024 Municipal Year**
- With the exception of the Town and Parish Councils Standards Sub-Committee, Council will formally elect the Chairmen and Vice-Chairmen of the bodies listed under Agenda Item 12 above.
- NOTE: Article 6.02(ii) of the Council's Constitution states, inter alia, that the elected Chairman and Vice-Chairman of the Resources and Services Overview & Scrutiny Committee must be Members appointed to that Committee who, normally, are also members of a Political Group that is unrepresented on the Council's Cabinet.
- 17     **Report of the Monitoring Officer - A.2 - The Council's Constitution (Pages 9 - 10)**
- In accordance with Council Procedure Rule 1.1 (xi), to formally reaffirm the Council's current Constitution.
- 18     **Reference from Cabinet - A.3 - Programme of Meetings: 2023/2024 Municipal Year (Pages 11 - 18)**
- The Council will consider the proposed programme of meetings for the 2023/24 Municipal Year.
- 19     **Appointment of Member Authority Representatives to serve on/at the General Assembly of the Local Government Association**
- In accordance with Council Procedure Rule 1.1 (xiii) the Council will appoint up to four Members, with each Member being a Member Authority Representative to serve on/at the General Assembly of the Local Government Association.
- NOTE: Two of the Members appointed must be the Leader of the Council and the Deputy Leader of the Council. Up to two further names can be put forward to Council by the Leader of the Council and/or by other Group Leaders.
- 20     **Appointment of Tendring District Council Representatives to serve on the Tendring / Colchester Borders Garden Community Joint Committee**

Under the jointly agreed\* terms of reference for the Tendring / Colchester Borders Garden Community Joint Committee (TCBGCJC), three Members of the TCBGCJC must be appointed by TDC.

This Council has previously decided\*\* that those three Members will consist of:-

- (i) the Chairman of the Planning Policy and Local Plan Committee;
- (ii) a member of the Cabinet who will be duly appointed by the Leader of the Council; and
- (iii) a Member from a political group that is not represented on the Cabinet; plus
- (iv) a Member who shall act as a Substitute Member of the TCBGCJC when required.

**(\*The terms of reference for the TCBGCJC were jointly approved by Essex County Council, Colchester City Council and Tendring District Council.)**

**(\*\*Minute 93 of the meeting of the Full Council held on 30 November 2021 refers.)**

Therefore it is **RECOMMENDED** to Council that –

- (a) the appointment of the Chairman of the Planning Policy and Local Plan Committee to serve on the Tendring / Colchester Borders Garden Community Joint Committee be endorsed;
- (b) a Member from a political group that is not represented on the Cabinet be appointed to serve on the Tendring / Colchester Borders Garden Community Joint Committee;
- (c) a Member be appointed to serve as this Council's Substitute Member on the Tendring / Colchester Borders Garden Community Joint Committee; and
- (d) the Leader of the Council be requested to appoint a member of the Cabinet to serve on the Tendring Colchester Borders Garden Community Joint Committee.

#### **Date of the Next Scheduled Meeting of the Council**

Tuesday, 11 July 2023 at 7.30 pm - Princes Theatre - Town Hall, Station Road, Clacton-on-Sea, CO15 1SE

## **INFORMATION FOR VISITORS**

### **PRINCES THEATRE FIRE EVACUATION PROCEDURE**

There is no alarm test scheduled for this meeting. In the event of an alarm sounding, please calmly make your way out of any of the four fire exits in the auditorium and follow the exit signs out of the building.

Please follow the instructions given by any member of staff and they will assist in leaving the building.

Please do not re-enter the building until you are advised it is safe to do so by the relevant member of staff.

The assembly point for the Princes Theatre is in the car park to the left of the front of the building as you are facing it. Your calmness and assistance is greatly appreciated.

## **PUBLIC ATTENDANCE AT TENDRING DISTRICT COUNCIL MEETINGS**

Welcome to this evening's meeting of Tendring District Council.

This is an open meeting which members of the public can attend to see Councillors debating and transacting the business of the Council. However, please be aware that, unless you are included on the agenda to ask a public question, members of the public are not entitled to make any comment or take part in the meeting. You are also asked to behave in a respectful manner at all times during these meetings.

Members of the public do have the right to film or record council meetings subject to the provisions set out below:-

### **Rights of members of the public to film and record meetings**

Under The Openness of Local Government Bodies Regulations 2014, which came into effect on 6 August 2014, any person is permitted to film or record any meeting of the Council, a Committee, Sub-Committee or the Cabinet, unless the public have been excluded from the meeting for the consideration of exempt or confidential business.

Members of the public also have the right to report meetings using social media (including blogging or tweeting).

The Council will provide reasonable facilities to facilitate reporting.

### **Public Behaviour**

Any person exercising the rights set out above must not disrupt proceedings. Examples of what will be regarded as disruptive, include, but are not limited to:

- (1) Moving outside the area designated for the public;
- (2) Making excessive noise;
- (3) Intrusive lighting/flash; or
- (4) Asking a Councillor to repeat a statement.

In addition, members of the public or the public gallery should **not** be filmed as this could infringe on an individual's right to privacy, if their prior permission had not been obtained.

Any person considered being disruptive or filming the public will be requested to cease doing so by the Chairman of the meeting and may be asked to leave the meeting. A refusal by the member of the public concerned will lead to the Police being called to intervene.