

Basildon Borough Council

Council Size Submission

March 2022

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How to Make a Submission

It is recommended that submissions on future governance arrangements and council size follow the guidance provided and use the format below as a template. Submissions should be treated as an opportunity to focus on the future needs of the council and not simply describe the current arrangements. **Submissions should also demonstrate that alternative council sizes have been considered in drawing up the proposal and why you have discounted them.**

The template allows respondents to enter comments directly under each heading. It is not recommended that responses be unduly long; as a guide, it is anticipated that a 15 to 20-page document using this template should suffice. Individual section length may vary depending on the issues to be explained. Where internal documents are referred to URLs should be provided, rather than the document itself. It is also recommended that a table is included that highlights the key paragraphs for the Commission's attention.

'Good' submissions, i.e. those that are considered to be most robust and persuasive, combine the following *key success components* (as set out in the guidance that accompanies this template):

- Clarity on objectives
- A straightforward and evidence-led style
- An understanding of local place and communities
- An understanding of councillors' roles and responsibilities

About You

The respondent should use this space to provide the Commission with a little detail about who is making the submission, whether it is the full Council, Officers on behalf of the Council, a political party or group, a resident group, or an individual.

The submission has been prepared by officers of Basildon Borough Council led by the Director of Strategy and Governance in consultation with the Leader of the Council. The submission was approved by Full Council at its meeting held on 24 March 2022.

Reason for Review (Request Reviews Only)

Please explain the authority's reasons for requesting this electoral review; it is useful for the Commission to have context. *NB/ If the Commission has identified the authority for review under one of its published criteria, then you are not required to answer this question.*

N/A

The Context for your proposal

Your submission gives you the opportunity to examine how you wish to organise and run the council for the next 15 - 20 years. **The consideration of future governance**

arrangements and council size should be set in the wider local and national policy context. The Commission expects you to challenge your current arrangements and determine the most appropriate arrangements going forward. In providing context for your submission below, please demonstrate that you have considered the following issues.

- When did your Council last change/reorganise its internal governance arrangements and what impact on effectiveness did that activity have?
- To what extent has transference of strategic and/or service functions impacted on the effectiveness of service delivery and the ability of the Council to focus on its remaining functions?
- Have any governance or capacity issues been raised by any Inspectorate or similar?
- What influence will local and national policy trends likely have on the Council as an institution?
- What impact on the Council's effectiveness will your council size proposal have?

The Borough of Basildon was formed as Basildon District on 1 April 1974, from the former area of Basildon Urban District and the part of Thurrock Urban District that was within the Basildon New Town. Borough Status was granted in 2010.

Basildon District Council (as was) adopted the Leader and Cabinet form of governance in 2001 according to the provisions of the Local Government Act 2000. This system stayed in place until 25 May 2017, when the Council resolved, in accordance with the provisions of the Localism Act 2011, to change to a Committee System form of governance and which took effect at the Annual Council Meeting held on the same day.

The Council currently continues to operate a Committee System form of governance, however at the Full Council meeting held on 22 July 2021 the following was resolved:

- *Council notes:*
 - *that it made a resolution to change from a 'Leader and Cabinet' form of governance to a "Committee System" form of governance at an Extraordinary Council Meeting held on 25th May 2017 and began operating the 'Committee System' form of governance at the Annual Council meeting held on the same day, and*
 - *that the Localism Act 2011 prescribes that a local authority may not pass another resolution that makes a change in governance arrangements before the end of the period of 5 years beginning with the date the resolution was passed to make the change unless the further change is approved in a referendum*
- *Council believes that a 'Leader and Cabinet' form of governance is more effective in enabling delivery of the Council's ambitions and priorities as set out in its Corporate Plan and resolves its commitment to cease operating the "Committee System" form of governance and return to the operating a "Leader and Cabinet" form of governance from the earliest permitted time which in accordance with the above would be the Annual Council Meeting on 26th May 2022, and*
- *That the Chief Executive be asked to progress matters and bring forward during the course of the year, any necessary reports for Council to consider and enable it to make a formal resolution to change its form of governance at the earliest permitted time which would be on 26th May 2022 and to begin operating a 'Leader and Cabinet' form of governance operationally from the Annual Council Meeting on 26th May 2022.*

A decision to change the council's governance arrangements is subject to a further resolution at a meeting of the Council on 26 May 2022.

The council forms part of a two-tier form of governance in the Basildon Borough with services provided by Essex County Council and Basildon Borough Council.

Currently there are 42 members of the council, who cover 16 wards comprising either 2 or 3 Members in each ward and elections to the council are held by thirds. The political composition of the council is (at 1 February 2022):

- Conservative – 25
- Labour – 10
- Independents – 4
- Wickford Independents – 2
- Non-Aligned - 1

There are also eight local councils (parish councils, town councils or village councils) within the borough. In addition, a new large town council in Wickford has recently been established which will serve an electorate of circa 22,000 electors with the first elections to be held in May 2022. Around 40% of the borough is parished. The A127 east-west trunk road acts as an approximate divide; all areas in the borough to the north of it, except for a few small areas, are (or will be) parished yet only one to the south, Bowers Gifford and North Benfleet, is served by a local council. A broader Community Governance Review to consider the unparished areas was being undertaken but is likely to be deferred until the completion of this Electoral Review, but the Council is furthering discussions regarding more collaborative working with local councils and possible devolution.

The committee system form of governance that is currently in place was approved at the last Annual Council Meeting held in May 2021. Eight service committees replaced the four that existed during 2019-21. So the picture even within the last five years in which the committee system of governance has been extant is one of change.

The council has engaged with previous proposals for local government reform. Historically however there has been no firm appetite within the county of Essex for local government reorganisation since Thurrock Council and Southend on Sea Borough Council formed unitary authorities back in the 1990s. The Levelling Up White Paper, published in February 2022, confirmed that no top-down reorganisation of local government structure would be imposed by Government and so the two-tier arrangement in Essex seems set to continue for the foreseeable future, albeit with the potential for increased partnership working that will come with any devolution settlement for Essex.

Capacity issues were raised in the report arising out of the LGA Corporate Peer Challenge exercise undertaken in November 2021 but set in the context of the wide range of ambitions held by the council as set out in its Corporate Plan 2021-24. The report also considered governance and culture, noting that the intended move to a leader and cabinet model outlined above presented “a real opportunity to strengthen governance and scrutiny within the organisation and use the constitutional changes to enhance the decision-making process”.

Local Authority Profile

Please provide a short description of the authority and its setting, in particular the local geography, demographics and community characteristics. This should set the scene for the Commission and give it a greater understanding of any current issues. The description should cover all of the following:

- Brief outline of area - are there any notable geographic constraints for example that may affect the review?
- Rural or urban - what are the characteristics of the authority?

- Demographic pressures - such as distinctive age profiles, migrant or transient populations, is there any large growth anticipated?
- Community characteristics – is there presence of “hidden” or otherwise complex deprivation?
- Are there any other constraints, challenges, issues or changes ahead?

Further to providing a description, the Commission will be looking for a submission that demonstrates an understanding of place and communities by putting forth arguments on council size based upon local evidence and insight. For example, how does local geography, demographics and community characteristics impact on councillor casework, workload and community engagement?

Basildon borough comprises the five main settlements of Basildon, Billericay, Wickford, Laindon and Pitsea. The last two form part of the same built-up area as Basildon New Town created in 1949 through the New Towns Act 1946. These main settlements are surrounded by smaller more rural settlements. The borough occupies an area of 42.5 square miles (110 km²) and is located 25 miles to the east of London. It is served by two major roads and two major railway lines, all of which run west to east across the borough. Two airports at Stansted and Southend are also in easy reach. Approximately half of the borough is designated as Green Belt and it is home to several Sites of Special Scientific Interest (SSSI).

The borough is split to a degree by the A127 road which runs through the middle of the borough, with Billericay and Wickford to the north and the other main settlements to the south.

The borough has a population of 187,500 (ONS 2020 mid-year estimates) and has seen a population increase of 3.6% since 2008. Figures from 2018 project continued population growth and, by 2043, the population of the borough is expected to be around 206,500. This is an increase of 11% over the course of 25 years. The proportion of under 25s is anticipated to drop to 29.3%, whereas the over 64 age group is expected to exceed a fifth of the total population (20.1%).

Basildon is comparatively young compared to other Essex districts. The median age of Basildon residents is 40 and 10.4% of residents are from Black and minority ethnic communities, the majority of whom live south of the A127.

Life expectancy for both men and women in Basildon borough is close to the England average but there are stark differences in life expectancy between wards in the borough. Between 2017 and 2019, the life expectancy at birth was 79.4 years for males and 83.1 years for females; this is similar to the England average (79.8 and 83.4 years respectively). The lack of physical activity is linked to high rates of obesity; in 2018, 59.7% of Basildon adults aged over 18 were classed as overweight or obese. Between 2009 and 2013, the wards with the highest healthy and disability-free life expectancy at birth were Billericay East, Billericay West and Burstead, with 69 years and above. Fryerns, Pitsea North West and Pitsea South East had the lowest estimates, with almost 10 years difference on both measures.

Basildon borough is the largest economy in Essex and the second largest in the Thames Gateway outside London. It has a long history of being the home of advanced engineering and manufacturing. Companies such as Ford Motor Company, New Holland Agriculture, Leonardo, Costa Coffee and Konica Minolta have made the borough their home.

However, 26.6% of Basildon residents aged 16+ had no formal qualifications at the time of the 2011 Census, 2.7% higher than the average for Essex (23.9%) and 4.2% higher than the average for England (22.5%). Basildon also has lower levels of NVQ level four qualifications (certificate of higher education) or higher (first degree and above) with 18.6% of residents attaining this level compared to an average of 23% for the whole of Essex and 27.4% at the England level. These are the third highest and fourth lowest levels respectively.

Basildon borough is home to pockets of wealth and affluence as well as of poverty and deprivation. The 2019 Indices of Multiple Deprivation ranked Basildon borough as 111th most deprived of 317 English local authority areas; 11% of the borough’s residents continue to live in England’s 10% most deprived places and 14% of residents in England’s 10% wealthiest; yet the 2021 UK Prosperity Index ranked Basildon borough as 139th most prosperous of 379 UK local authority areas. These seeming contradictions only serve to highlight the diverse nature of Basildon borough and the differing and challenging role of its Members.

The variations in the local geography, demographics and community characteristics will impact on councillor casework, workload and community engagement in varying ways. Councillor casework is considered to be higher in the more deprived areas of the borough and those where the council’s housing stock is the greatest, as residents look for assistance in accessing council services, however other areas have town and parish councils and established community groups and associations with whom councillors engage.

We expect that the continually increasing population and the ever-broadening role of local government will lead to an increase in the workload and demands on existing councillors.

Council Size

The Commission believes that councillors have three broad aspects to their role. These are categorised as: **Strategic Leadership, Accountability (Scrutiny, Regulatory and Partnerships), and Community Leadership**. Submissions should address each of these in turn and provide supporting evidence. Prompts in the boxes below should help shape responses.

Strategic Leadership

Respondents should provide the Commission with details as to how elected members will provide strategic leadership for the authority. Responses should also indicate how many members will be required for this role and why this is justified. **Responses should demonstrate that alternative council sizes have been explored.**

Topic		
Governance Model	<i>Key lines of explanation</i>	<ul style="list-style-type: none"> ➤ <i>What governance model will your authority operate? e.g. Committee System, Executive or other?</i> ➤ <i>The Cabinet model, for example, usually requires 6 to 10 members. How many members will you require?</i> ➤ <i>If the authority runs a Committee system, we want to understand why the number and size of the committees you propose represents the most appropriate for the authority.</i>

		<p>➤ <i>By what process does the council aim to formulate strategic and operational policies? How will members in executive, executive support and/or scrutiny positions be involved? What particular demands will this make of them?</i></p> <p>➤ <i>Whichever governance model you currently operate, a simple assertion that you want to keep the current structure does not in itself, provide an explanation of why that structure best meets the needs of the council and your communities.</i></p>
	<p>Analysis</p>	<p>The Council currently operates a Committee System form of governance and has done so since May 2017. Prior to that time, and following the provisions of the Local Government Act 2000, it had operated a Leader and Cabinet form of governance. As referred to earlier, the Council's intention is to return to a Leader and Cabinet model from May 2022, however this will be subject to a further resolution.</p> <p>Under the current governance arrangements (at February 2022), the Council has established a range of committees to discharge its functions. These committees are politically proportional. The main committees are:</p> <p><u>Service Committees</u></p> <ul style="list-style-type: none"> • Policy Executive Committee • Resources and Commercial Committee • Regeneration and Economic Development Committee • Enforcement and Public Order Committee • Housing and Estate Renewal Committee • Communities and Wellbeing Committee • Leisure and Environment Committee • Strategic Planning and Infrastructure Committee <p><u>Scrutiny Committee</u></p> <ul style="list-style-type: none"> • Scrutiny Committee <p><u>Regulatory Committees</u></p> <ul style="list-style-type: none"> • Planning Committee • Licensing Committee and Sub-Committees • Audit and Risk Committee • Joint Standards Committee <p>The Chairman and Vice-Chairman of the Policy Executive Committee, who are appointed annually by Council at the Annual Council meeting, also assume the</p>

		<p>title of Leader and Deputy Leader of the Council respectively</p> <p>The total number of seats across the Council's Committees is 85. This is similar to the number when the Council operated the Leader and Cabinet system. The table on page 15 shows the number of Councillors on each political group and their total number of seats on the Council's Committees.</p> <p>The Full Council, which meets approximately every 8 weeks, has not retained a significant number of functions for discharge by itself, primarily only those as required by legislation, but it also provides a forum for questions and motions.</p>
<p>Portfolios</p>	<p><i>Key lines of explanation</i></p>	<ul style="list-style-type: none"> ➤ <i>How many portfolios will there be?</i> ➤ <i>What will the role of a portfolio holder be?</i> ➤ <i>Will this be a full-time position?</i> ➤ <i>Will decisions be delegated to portfolio holders? Or will the executive/mayor take decisions?</i>
	<p>Analysis</p>	<p>The role of the Chairman of the 8 current service committees is set out in the Council's Constitution as follows:</p> <p><i>The role of the Chairman (and in their absence, the Vice-Chairman) is as follows:</i></p> <ul style="list-style-type: none"> • <i>Assume the role of Lead Member relating to matters within their committee's remit.</i> • <i>Ensure effective conduct of committee meetings.</i> • <i>Maintain a good understanding of the nature of the business of the committee and key issues within its remit.</i> • <i>Act as a Council spokesman as appropriate on matters within the committee's remit, including responding to questions at Council relating to the business and functions of the committee, media enquiries etc.</i> • <i>Maintain good communication with each other to ensure the coordination and efficient management of all committee activity.</i> • <i>Represent the Council in connection with matters within the committee's remit, for example other local authorities etc., and positively promote the Council within the media.</i> <p>The above is not too dissimilar to that of a Cabinet Member, however individual Committee Chairmen do not have any decision-making powers. The Council's previous and proposed practice is that individual Cabinet Members would have authority to make some</p>

		<p>decisions, but not those defined as ‘key decisions’, which would be matters for the collective Cabinet</p> <p>In any cabinet system, the number of Cabinet Members must be between 2 and 10 and whilst this will ultimately be a matter for the Leader of the Council elected at the Annual Council Meeting, the number of Cabinet Members would be expected to be similar to the current number of Service Committee Chairmen.</p> <p>Whilst the role of Committee Chairmen and Cabinet Members is a demanding role, it is not full time and never has been so. The role of the Leader of the Council is much closer to a full-time role, however the level of allowances do not necessarily reflect it as a full time position.</p>
Delegated Responsibilities	<i>Key lines of explanation</i>	<ul style="list-style-type: none"> ➤ <i>What responsibilities will be delegated to officers or committees?</i> ➤ <i>How many councillors will be involved in taking major decisions?</i>
	Analysis	<p>Part 3 of the Council’s Constitution covers Responsibility for Functions and contains four Schedules:</p> <ol style="list-style-type: none"> 1. Role and functions of Council and delegated powers of Committees and Sub-Committees 2. Scheme of Delegation to Council Officers 3. The “Proper Officer” Provisions 4. Joint Arrangements <p>The role of Non-Executive Committees and delegation to officers of functions within the remit of those committees would not be anticipated to change under a Leader and Cabinet system.</p> <p>The scheme of delegation to officer of other functions would likely be only subject to minor change, however those matters currently dealt with by service committees would be discharged by either the Cabinet collectively, or individual members of the Cabinet as determined by the Leader of the Council.</p>

Accountability

Give the Commission details as to how the authority and its decision makers and partners will be held to account. The Commission is interested in both the internal and external dimensions of this role. **Responses should demonstrate that alternative council sizes have been explored.**

Topic	
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<p>Internal Scrutiny</p>	<p>The scrutiny function of authorities has changed considerably. Some use theme or task-and-finish groups, for example, and others have a committee system. Scrutiny arrangements may also be affected by the officer support available.</p>
<p><i>Key lines of explanation</i></p>	<ul style="list-style-type: none"> ➤ <i>How will decision makers be held to account?</i> ➤ <i>How many committees will be required? And what will their functions be?</i> ➤ <i>How many task and finish groups will there be? And what will their functions be? What time commitment will be involved for members? And how often will meetings take place?</i> ➤ <i>How many members will be required to fulfil these positions?</i> ➤ <i>Explain why you have increased, decreased, or not changed the number of scrutiny committees in the authority.</i> ➤ <i>Explain the reasoning behind the number of members per committee in terms of adding value.</i>
<p>Analysis</p>	<p>Under the committee system of governance, the establishment of a scrutiny committee is optional. Unlike the Leader and Cabinet system of governance, where the key decision makers (the Cabinet) are all members of the same political group, service committees are politically proportional and therefore include representatives from different groups in the decision-making process, which provides the ability for scrutiny and challenge.</p> <p>The Council has however established one scrutiny committee to provide an additional means of, and capacity for scrutiny and challenge to service committees and particularly to:</p> <ul style="list-style-type: none"> • Undertake scrutiny of draft policies and make recommendations for their improvement. • Undertake performance management by monitoring KPIs and progress towards the Corporate Plan key deliverables <p>The Scrutiny Committee is composed of six members and met six times during the 2021/22 municipal year.</p> <p>Whilst again, the exact structure would be subject of determination at the Annual Council Meeting, in any future Leader and Cabinet model from May 2022, the current proposal would be to establish four scrutiny committees, with each aligned to the three Corporate Plan strategic ambitions of People, Place and Prosperity, and a fourth to address organisational issues and provide oversight and co-ordination across the scrutiny committees.</p> <p>The role of scrutiny committees would be to:</p>

	<ul style="list-style-type: none"> • help to form council policies and decisions and make sure they reflect the needs of residents and community groups • monitor executive and council decisions and make the decision-making process more community focused • make sure high-quality services are provided to residents • question councillors, staff, outside organisations and the public on public services • engage with the public to develop policies and services that are focused on them • review policies and services and recommend improvements <p>Key elements of effectively achieving this would be through 'pre-decision' scrutiny of matters to be considered by the Cabinet as set out in its forward plan and through time-limited task and finish groups.</p>	
Statutory Functions	<p>This includes planning, licencing and any other regulatory responsibilities. Consider under each of the headings the extent to which decisions will be delegated to officers. How many members will be required to fulfil the statutory requirements of the council?</p>	
Planning	<p>Key lines of explanation</p>	<ul style="list-style-type: none"> ➤ <i>What proportion of planning applications will be determined by members?</i> ➤ <i>Has this changed in the last few years? And are further changes anticipated?</i> ➤ <i>Will there be area planning committees? Or a single council-wide committee?</i> ➤ <i>Will executive members serve on the planning committees?</i> ➤ <i>What will be the time commitment to the planning committee for members?</i>
	<p>Analysis</p>	<p>The Planning Committee currently has six members, reflecting the political constitution of the council, and operates as a single council-wide committee.</p> <p>Executive Members did not sit on the planning committee when Basildon last operated the Leader and Cabinet model, but this will not necessarily be the case under any future Leader and Cabinet governance arrangements.</p> <p>The typical time commitment for Members is about 7 hours every 2 weeks and potentially more if Members are minded to review the application submission through the website. In addition, periodic Member training is offered, up to a maximum of 10 hours annually across 3 or 4 sessions.</p> <p>In Basildon, planning applications broadly fall into three categories:</p> <ul style="list-style-type: none"> • those determined by an officer (Category 2 applications, which are delegated decisions)

		<ul style="list-style-type: none"> those determined by an Officer in consultation with the Chairman of the Planning Committee (Category 1 applications - the Chairman has the power to ask for a Category 1 application to be referred to Planning Committee), and those dealt with by Planning Committee (Committee applications). <p>Analysis based on the period from 1 January to 1 August 2020 shows that, of all applications received, approximately:</p> <ul style="list-style-type: none"> 42% comprise Category 2 applications, 54% comprise Category 1 applications and 4 % comprise Planning Committee applications. <p>There has been no substantive change to this picture for a number of years and future changes to this balance are considered unlikely.</p>
Licensing	Key lines of explanation	<ul style="list-style-type: none"> ➤ How many licencing panels will the council have in the average year? ➤ And what will be the time commitment for members? ➤ Will there be standing licencing panels, or will they be ad-hoc? ➤ Will there be core members and regular attendees, or will different members serve on them?
	Analysis	<p>Five meetings of the Licensing Committee took place in the 2021/22 municipal year. Nine meetings of the Miscellaneous Licensing Sub-Committee took place in the same period. There were two meetings of the Licensing Act 2003 Sub-Committee and no meetings of the Gambling Act 2005 Sub-Committee in 2021/22.</p> <p>Each meeting is attended by three members chosen from the parent committee. The Chairman tends to sit on all meetings of sub-committees but this is not prescriptive.</p>
Other Regulatory Bodies	Key lines of explanation	<ul style="list-style-type: none"> ➤ What will they be, and how many members will they require? ➤ Explain the number and membership of your Regulatory Committees with respect to greater delegation to officers.
	Analysis	<p>The Urgent Review and Staffing Matters Sub Committee makes recommendations to Full Council as to the appointment of the Head of Paid Service, and deals with appeals from Council staff where the Council's disciplinary, capability and related procedures, as adopted from time to time, allow a right of appeal to Elected Members in respect of disciplinary action. It has 4 Members currently, is a sub-committee of the Policy Executive Committee, and is appointed at Annual Council.</p>

External Partnerships	Service delivery has changed for councils over time, and many authorities now have a range of delivery partners to work with and hold to account.
<i>Key lines of explanation</i>	<ul style="list-style-type: none"> ➤ <i>Will council members serve on decision-making partnerships, sub-regional, regional or national bodies? In doing so, are they able to take decisions/make commitments on behalf of the council?</i> ➤ <i>How many councillors will be involved in this activity? And what is their expected workload? What proportion of this work is undertaken by portfolio holders?</i> ➤ <i>What other external bodies will members be involved in? And what is the anticipated workload?</i>
Analysis	A review of Membership of Outside Bodies was carried out in February 2022 and found a total of 64 seats for members spread across 47 different outside bodies. These bodies range from national networks, such as the District Councils Network, to strategic partnerships both regional and local, to outside bodies with a hyper-local focus. The list can be found at Appendix 1.

Community Leadership

The Commission understands that there is no single approach to community leadership and that members represent, and provide leadership to, their communities in different ways. The Commission wants to know how members are required to provide effective community leadership and what support the council offers them in this role. For example, does the authority have a defined role and performance system for its elected members? And what support networks are available within the council to help members in their duties? The Commission also wants to see a consideration of **how the use of technology and social media by the council as a whole, and by councillors individually, will affect casework, community engagement and local democratic representation. Responses should demonstrate that alternative council sizes have been explored.**

Topic		Description
Community Leadership	<i>Key lines of explanation</i>	<ul style="list-style-type: none"> ➤ <i>In general terms how do councillors carry out their representational role with electors?</i> ➤ <i>Does the council have area committees and what are their powers?</i> ➤ <i>How do councillors seek to engage with their constituents? Do they hold surgeries, send newsletters, hold public meetings or maintain blogs?</i> ➤ <i>Are there any mechanisms in place that help councillors interact with young people, those not on the electoral register, and/or other minority groups and their representative bodies?</i> ➤ <i>Are councillors expected to attend community meetings, such as parish or resident's association meetings? If so, what is their level of involvement and what roles do they play?</i> ➤ <i>Explain your approach to the Area Governance structure. Is your Area Governance a decision-making forum or an</i>

		<p><i>advisory board? What is their relationship with locally elected members and Community bodies such as Town and Parish Councils? Looking forward how could they be improved to enhance decision-making?</i></p>
	Analysis	<p>Basildon Council does not operate an area committee structure. 9 local councils cover 42% of the borough's area.</p> <p>Most Councillors hold regular surgeries, with some publishing newsletters and blogs on an ad-hoc basis, and actively engage with the community through social media.</p> <p>Councillors attend a range of community meetings, outside bodies as referred to earlier and meetings of town and parish councils provide updates on borough council matters and seek the views and issues which the borough councillors may need to be aware of, or which require them to take action.</p> <p>Basildon has a Youth Mayor and a Borough Youth Council, which meets fortnightly throughout the year and a Community Diversity Council at which representatives of different cultural and faith groups come together to consider issues of common interest with the council. Members can engage directly with these forums.</p>
	Key lines of explanation	<ul style="list-style-type: none"> ➤ <i>How do councillors deal with their casework? Do they pass it on to council officers? Or do they take a more in-depth approach to resolving issues?</i> ➤ <i>What support do members receive?</i> ➤ <i>How has technology influenced the way in which councillors work? And interact with their electorate?</i> ➤ <i>In what ways does the council promote service users' engagement/dispute resolution with service providers and managers rather than through councillors?</i>
Casework	Analysis	<p>The Leader has a support officer that deals specifically with his casework as Leader (not ward-related casework).</p> <p>To support Councillors with their casework, the Council has implemented a Councillor Enquiries process whereby councillors can email any issues directly to customer services who have dedicated officers that will log, allocate and track responses to these enquiries. The average number of monthly enquiries and service requests submitted by Councillors through this process during 2021 was 415 however this does not convey the full picture of casework undertaken by Members. For some, a significant proportion of their caseload does not appear on the Councillor Enquiries system, either being dealt with at source or of such length and complexity to require individual handling. A dedicated councillor casework system is being developed to provide further streamlining and support elected Members.</p>

		<p>Members receive minimal general administrative support as required through the Council’s Committee and Members Services team.</p> <p>The effect of technology and particularly social media on casework is significant. For those Members who engage on social media, a significant increase in casework is reported and this is particularly true of those Members who have been the first from their ward to set up social media profiles. This has led to a number of new phenomena emerging:</p> <ul style="list-style-type: none"> • Immediacy – constituents using social media expect immediate attention from councillors and resolution to their issues • Availability – constituents expect a round-the-clock presence from their councillors • Geography – whereas previously, issues brought to councillors’ attention tended to be local and ward-based, constituents are now bringing to councillors’ attention issues that occur elsewhere, but still expecting their ward councillors to engage as if the issue occurred on their “patch” <p>As an alternative to channelling service users' comments and complaints through councillors, the council has a Comments, Compliments and Complaints Policy, online resources, and the Customer Service Centre, through which residents and others wishing to complain or comment can do so.</p>
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Other Issues

Respondent may use this space to bring any other issues of relevance to the attention of the Commission.

Table below to be read in conjunction with response to “Governance Model” starting on page 8.

Committee	Total no. of Seats	Conservative	Labour	Independents	Wickford Ind	Absolute Ind	Total
Planning Committee	7	4	2			1	7
Licensing Committee	10	6	3		1		10
Policy Executive	8	4	2	1		1	8
Commercial & Resources	7	4	2		1		7
Enforcement & Public Order	6	3	2	1			6
Housing & Estate Renewal	7	4	2	1			7
Communities & Well-Being	7	4	2	1			7
Regeneration & Economic Development	6	3	2	1			6
Leisure & Environment	6	3	1		1	1	6
Strategic Planning & Infrastructure	6	3	2	1			6
Scrutiny Committee	6	3	2	1			6
Joint Standards Committee	3	1	1			1	3
Audit & Risk Committee	6	3	1	1	1		6
Total	85	45	24	8	4	4	85
% Allocation		52.9%	28.2%	9.4%	4.7%	4.7%	100.0%
Variance		0.6%	-0.3%	-0.1%	-0.1%	-0.1%	

Summary

In following this template respondents should have been able to provide the Commission with a robust and well-evidenced case for their proposed council size; one which gives a clear explanation as to the governance arrangements and number of councillors required to represent the authority in the future.

Use this space to summarise the proposals and indicate other options considered. Explain why these alternatives were not appropriate in terms of their ability to deliver effective Strategic Leadership, Accountability (Scrutiny, Regulation and Partnerships), and Community Leadership.

There is cross-party consensus on the council to retain the current arrangement of elections by thirds and so, according to the review guidance, this constrains the council size options we could investigate to multiples of 3. In practical terms, this meant our analysis of the different options was condensed primarily to four: 39, 42, 45 and 48 members.

Considering the elector registration data, the average number of electors (not including attainers) per elected member in Basildon was 3,306 (138,871/42). This compares to an Essex district average of 2,134 electors per elected member. This method showed that Basildon by some way has the highest number of voters per elected member of any district in Essex.

The number of electors forecast in 2027, using the Polling District methodology based on housing development is 142,810.

This results in a range from 3,662 voters per elected member under a 39-member scenario to 2,975 voters per elected member under a 48-member scenario. This lower figure is still considerably higher than the current Essex district average (even allowing for the different basis for calculation). While districts elsewhere in Essex may contain a higher proportion of rural voters and their wards be spread over a wider area, this still represents a significantly higher number of voters represented by Basildon members.

This is considered alongside the council's strategic leadership role and the significant level of ambition set out in its Corporate Plan 2021-2024 as the recent LGA Corporate Peer Challenge noted '*Basildon Borough Council (BBC) has big ambitions and a huge passion for its community*'.

The Council believes that the current size of 42 members is sufficient to ensure that it has the capacity to deliver on these ambitions, effectively fulfil its community leadership role and serve the residents of the borough. This will allow governance commitments to be met in full while accommodating continued growth in demand for strategic and community leadership. This council size should also support a ward structure that pays regard to existing settlements and in so doing ensure that Members are able to speak for the whole communities they are elected to represent.

Appendix 1 – Basildon Borough Council – Outside Bodies Appointments 2022/23

Category Key

Contract – An arrangement made by the Council with a third party to deliver one or more services on its behalf.

Outside Bodies - single organisation that the council may be invited to send an elected representative to take part for governance purposes. Fulfillment of civic duty of the council.

Partnership (P) - otherwise independent bodies that agree to co-operate to achieve common goals or outcomes, pool risks and rewards and put in place a structure to deliver agreed outcomes.

Significant / Strategic partnership (SP) – As above, but one that is also material in terms of the amount of money involved and/or the scale of impact outcome(s) are likely to have on the borough.

Network/Forum - elected Councillor(s) and/or officer(s) from local authorities and others who come together to discuss forthcoming issues, policy and strategy in relation to a subject matter or theme. No decision making powers.

Paid Membership – Membership and influence secured via paid membership to body.

Weighting

Impact Level	Role
1. Strategic and/or national significance	A. Ability to influence others or outcomes / can take decisions
2. Regional or Essex wide significance	B. Reputational
3. Borough/Council significance	C. Council representation (governance) or Paid Membership
4. Ward level significance	D. Facilitates role of Councillor / Community leadership role

Summary

- There are 47 relationships listed in this report (8 Networks/Forums, 11 Outside Bodies, 2 Contract, 12 Partnerships, 7 Strategic Partnerships and 7 Paid Memberships)
- A total of 64 Member appointments are required
- The details below are intended to assist in identifying suitable representatives for the appointments that need to be made in 2022/23:

1A – The Council's most strategic partnerships. Useful for appointee to be drawn from membership of Committee relevant to themes covered by partnership. Usually a senior political figure, such as a Party Leader or Committee Chairman.

2A – Ability to influence at a County or Regional level. Useful for appointee to be drawn from membership of Committee relevant to the Partnership.

2C – Appointment is linked to paid membership. Appointee likely to fulfil a lobbying role on behalf of the council.

2D – Likely to be a Network/Forum event whereby Member will be lobbying on behalf of the borough. Useful for appointee to be drawn from membership of Committee relevant to the theme of Network/Forum

3A – Likely to be a borough level partnership. Potentially informs other partnerships. Membership need not reflect membership of Committees.

3C – Likely to be appointments to Outside Bodies. Useful for appointee to have an interest in the aims of the outside body and be able to add value to the organisation. Membership need not reflect membership of Committees.

3D – Likely to be a Network/Forum. Useful for appointee to have an interest in the Network/Forum subject matter. Membership need not reflect membership of Committees.

4C – Likely to be an Outside Body that has specific links to a Ward. Membership need not reflect membership of Committees.

Body	Category	No. of Members	Make appointment(s)	Organisation Value	Weighting
Basildon Bus Forum	Network/ Forum	5	✓	<p>Council driven Forum, has no decision making powers. Provides opportunity for Cllrs to engage with providers on local issues. Will be of value to Ward Members who will use to engage providers on ward/community based issues</p> <p><i>Membership need not reflect membership of Committees.</i></p>	3D
Basildon Community Resource Centre	Outside Body	1	✓	<p>Single organisation, seeks representation as part of its governance arrangement</p> <p><i>Membership need not reflect membership of Committees.</i></p>	3C
Basildon Borough Citizens Advice Bureau Limited	Contract	1	✓	<p>Basildon Council provides an annual grant to the organisation in recognition of the value of the services to the community / Single organisation, seeks representation as part of its governance arrangement</p> <p><i>Membership need not reflect membership of Committees.</i></p>	3C
Basildon Civil/Military Partnership Board	Partnership	2	✓	<p>Originally established by Basildon Council with officer support and an allocated budget. Over time, Board has become more independent in its operation. The council has signed up to a civil/military type covenant.</p> <p><i>Membership need not reflect membership of Committees</i></p>	3A

Body	Category	No. of Members	Make appointment(s)	Organisation Value	Weighting
Basildon Community Transport Services	Outside Body	1	✓	<p>Single organisation, seeks representation as part of its governance arrangement. Basildon Council provide an annual grant.</p> <p><i>Membership need not reflect membership of Committees.</i></p>	3C
Basildon Health and Well Being Partnership	Strategic Partnership	1	✓	<p>Responsible for Public Health Grant budget (circa £15-20K), representation from CVS, hospital, CCG and other service providers, ECC Public Health rep, Police. Action Plan in place.</p> <p><i>Useful for appointee to be drawn from membership of Committee relevant to themes covered by partnership. Usually a senior political figure, such as a Party Leader or Committee Chairman</i></p>	1A
Basildon Rail Forum	Network / Forum	5	✓	<p>Council led Forum, has no decision making powers. Provides opportunity for Cllrs to engage with providers on local issues. Will be of value to Ward Members who will use to engage providers on ward/community based issues</p> <p><i>Membership need not reflect membership of Committees.</i></p>	3D
Basildon Taxi and Private Hire Consultative Forum	Network / Forum	5	✓	<p>Council led Forum, has no decision making powers. Provides opportunity for Cllrs to engage with providers on local issues. Will be of value to Ward Members who will use to engage providers on ward/community based issues</p> <p><i>Membership need not reflect membership of Committees.</i></p>	3D

Body	Category	No. of Members	Make appointment(s)	Organisation Value	Weighting
East of England Local Government Association	Paid Membership	1	✓	<p>Single organisation, seeks representation as part of its governance arrangement. Appointment has been the Leader in the past.</p> <p><i>Regional engagement</i> <i>Influence agenda's that matter to Basildon Council</i></p> <p><i>Membership need not reflect membership of Committees, but has been the Leader in the past</i></p>	2C
Essex Civilian Military Partnership Board and Armed Forces Champion	Partnership	1	✓	<p>County level, local partnership feeds into Essex wide board. Appointment needs to be drawn from Civil/Military Partnership to ensure flow of information and ability to put forward views from local tier.</p> <p><i>Essex led Partnership</i></p> <p><i>Useful for appointee to be drawn from membership of Committee relevant to the Partnership i.e Basildon Civil/Military Partnership</i></p>	2A
Basildon Youth Strategy Group	Partnership	1	✓	<p>Attended by Officers and a Member</p> <p><i>Essex led Partnership</i></p> <p><i>Membership need not reflect membership of Committees</i></p>	3A

Body	Category	No. of Members	Make appointment(s)	Organisation Value	Weighting
Essex Flood Partnership Board	Partnership	1	✓	<p>Brings together all key stakeholders so that they may contribute to a strategic overview of matters surrounding flooding in Essex. Ensures agreement on a consistent and co-ordinated approach with regard to flood risk management. The board meets quarterly and continues to contribute to key decisions on projects, strategies funding and communications. The board comprises of an elected member from each of the 12 District, Borough and City councils within Essex.</p> <p><i>Operational value (Planning)</i></p> <p><i>Useful for appointee to be drawn from membership of Committee relevant to the Partnership</i></p>	2A
Essex Planning Member Group	Network/Forum	1	✓	<p>Networking forum event. Would require a Member from the relevant Service Committee to be most effective.</p> <p><i>Operational Value (Planning) / Member/Council relationship building</i></p> <p><i>Useful for appointment(s) to be drawn from membership of Committee relevant to the theme of Network/Forum</i></p>	2D
Essex Police, Fire and Crime Panel	Partnership	1	✓	<p>Comprises representatives of the 15 local authorities in wider Essex, a co-opted member and two independent members. Meets at least four times a year to scrutinise the work of the Police, Fire and Crime Commissioner, exercising the function as a critical friend, in support of the Commissioner.</p>	2A

Body	Category	No. of Members	Make appointment(s)	Organisation Value	Weighting
				<p><i>External led partnership providing critical friend role</i></p> <p><i>Useful for appointee to be drawn from membership of Committee relevant to the Partnership</i></p>	
Local Councils' Liaison Group	Partnership	3	✓	<p>Established by BBC to facilitate relationship with local councils i.e. Parish Council. Serviced by Democratic Svs.</p> <p><i>Membership need not reflect membership of Committees</i></p>	3A
Local Government Association	Paid Membership	1	✓	<p>The Local Government Association is a politically-led, cross-party organisation that works on behalf of councils to ensure local government has a strong, credible voice with national government. Appointee has been the Leader in the past.</p> <p><i>Appointment - representation as part of its governance arrangement / reputational</i></p> <p><i>Membership need not reflect membership of Committees, but has been the Leader in the past.</i></p>	2C
Local Government Information Unit	Paid Membership	1	✓	<p>Every subscribing organisation has the opportunity to send a representative along to the Member's Assembly. The Assembly has the right to debate and comment on the work of LGiU. Assembly used for guidance, advice and insight into the day-to-</p>	2C

Body	Category	No. of Members	Make appointment(s)	Organisation Value	Weighting
				<p>day issues faced by local government. No Board appointment. Appointee has been the Leader in the past.</p> <p><i>Appointment - representation as part of its governance arrangement</i></p> <p><i>Membership need not reflect membership of Committees, but has been the Leader in the past</i></p>	
Mayor of London – London Plan – Wider South East Political Steering Group	Network /Forum	1	✓	<p>Networking event held at least twice per year. Opportunity to provide feedback on potential implications of London Plan on surrounding localities</p> <p><i>Useful for appointment(s) to be drawn from membership of Committee relevant to the theme of Network/Forum</i></p>	2D
Patient and Community Reference Group for Basildon and Brentwood Clinical Commissioning Group	Outside Body	1	✓	<p>The Group acts as a sounding board to NHS Basildon and Brentwood CCG. It comprises volunteer members and helps the CCG reach out and communicate with wider community.</p> <p><i>Appointment - representation as part of its governance arrangement</i></p> <p><i>Membership need not reflect membership of Committees.</i></p>	3C
Pitsea Children's	Outside Body	1	✓	<p><i>Appointment - representation as part of its governance arrangement</i></p>	3C

Body	Category	No. of Members	Make appointment(s)	Organisation Value	Weighting
Centres Advisory Board				<i>Membership need not reflect membership of Committees.</i>	
Pitsea Waste Management Centre – Public Liaison Group	Outside Body	1	✓	<p><i>Appointment - representation as part of its governance arrangement</i></p> <p><i>Membership need not reflect membership of Committees.</i></p>	3C
South Essex Joint Strategic Plan Members Group	Partnership	1	✓	<p>Sits under ASELA in support of the development of Joint Strategic Plan</p> <p><i>Useful for appointee to be drawn from membership of Committee relevant to themes covered by partnership. Usually a senior political figure, such as a Party Leader or Committee Chairman</i></p>	1A
South Essex Children's Partnership Board	Partnership	1	✓	<p>One Board for the whole of South Essex. Membership has been streamlined and allows one Member per District Authority.</p> <p><i>Essex led Partnership</i></p> <p><i>Useful for appointee to be drawn from membership of Committee relevant to the Partnership</i></p>	2A
Sunnyside & Billericay Children's	Outside Body	1	✓	<p><i>Appointment - representation as part of its governance arrangement</i></p> <p><i>Membership need not reflect membership of Committees.</i></p>	4C

Body	Category	No. of Members	Make appointment(s)	Organisation Value	Weighting
Centres Advisory Board					
Veolia Pitsea Marshes Maintenance Trust	Outside Body	1	✓	<p><i>Appointment - representation as part of its governance arrangement</i></p> <p><i>Membership need not reflect membership of Committees.</i></p>	3C
Wickford Children's Centre Advisory Board	Outside Body	1	✓	<p><i>Appointment - representation as part of its governance arrangement</i></p> <p><i>Membership need not reflect membership of Committees.</i></p>	4C
Essex Countywide Traveller Unit Joint Committee	Paid membership Partnership	1	✓	<p><i>Appointment - representation as part of its governance arrangement</i></p> <p><i>Useful for appointee to be drawn from membership of Committee relevant to the Partnership</i></p>	2A
South Essex Parking Partnership Joint Committee	Partnership	1	✓	<p>A partnership between Essex County Council and 12 Borough / City / District Councils and is run in two areas:</p> <ul style="list-style-type: none"> · the North Essex Parking Partnership (led by Colchester Borough Council) · the South Essex Parking Partnership (led by Chelmsford City Council) <p>Each Partnership is responsible for:</p>	2A

Body	Category	No. of Members	Make appointment(s)	Organisation Value	Weighting
				<ul style="list-style-type: none"> · its area's on-street Civil Enforcement Officers ("traffic wardens"); · the enforcement process, together with challenges to, and payments of, parking penalties ("parking fines"); · the administration of the parking restrictions ("yellow lines") and the management and maintenance of permit schemes. <p>Attended by an officer (Officer Working Group) and Member (attends Board meeting). Member can influence decisions.</p> <p><i>Useful for appointee to be drawn from membership of Committee relevant to the Partnership</i></p>	
Joint Standards Committee	Outside Body	3	✓	<p>Independent Body undertaking a joint arrangement with the Council</p> <p><i>Appointment - representation as part of its governance arrangement / Part of requirements of Committee Structure</i></p> <p><i>Membership need not reflect membership of Committees.</i></p>	3C
Association of South Essex Local	Strategic Partnership	1	✓	Partnership of 7 councils working across borders on strategic issues such as infrastructure, planning and growth, skills,	1A

Body	Category	No. of Members	Make appointment(s)	Organisation Value	Weighting
Authorities (ASELA)				<p>housing and transport connectivity. A Memorandum of Understanding (MoU) was signed on 10 January 2018.</p> <p><i>Useful for appointee to be drawn from membership of Committee relevant to themes covered by partnership. Usually a senior political figure, such as a Party Leader or Committee Chairman</i></p>	
Basildon Business Group	Partnership	1	✓	<p>Business groups come together to work with Basildon Council</p> <p><i>Appointment - representation as part of its governance arrangement</i></p> <p><i>Membership need not reflect membership of Committees (although in this instance it might be helpful)</i></p>	3A
District Councils Network	Paid Membership	1	✓	<p><i>Appointment - representation as part of its governance arrangement</i></p> <p><i>. Membership need not reflect membership of Committees.</i></p>	2C
East of England Assembly of Council Leaders	Paid Membership	1	✓	<p><i>Appointment - representation as part of its governance arrangement</i></p> <p><i>Membership need not reflect membership of Committees. Usually a senior political figure, such as a Party Leader.</i></p>	2C

Body	Category	No. of Members	Make appointment(s)	Organisation Value	Weighting
Norsey Wood Society	Outside Body	2	✓	<p><i>Appointment - representation as part of its governance arrangement</i></p> <p><i>Membership need not reflect membership of Committees.</i></p>	4C
Opportunity South Essex Partnership	Strategic Partnership	1	✓	<p>Federated Board of SELEP, attended by Officers and Member</p> <p><i>Appointment - representation as part of its governance arrangement</i></p> <p><i>Useful for appointee to be drawn from membership of Committee relevant to themes covered by partnership. Usually a senior political figure, such as a Party Leader or Committee Chairman</i></p>	1A
Transport East Forum	Paid Membership	1	✓	<p>Councils, Local Enterprise Partnerships (LEPs) and transport providers in the East of England have come together to create a collaborative, non-statutory transport forum for the East. Linked to membership of EELGA.</p> <p><i>Useful for appointee to be drawn from membership of Committee relevant to themes covered by partnership. Usually a senior political figure, such as a Party Leader or Committee Chairman</i></p>	1A

Body	Category	No. of Members	Make appointment(s)	Organisation Value	Weighting
A127 Economic Growth Corridor Task Force	Strategic Partnership	1	✓	<p>A Task Force of local MPs and council leaders has been set up to work together and contribute towards a long-term vision for the A127 economic growth corridor</p> <p>The aim of this Task Force is to uncover solutions to the problems the A127 transport corridor is currently facing</p> <p><i>Useful for appointee to be drawn from membership of Committee relevant to themes covered by partnership. Usually a senior political figure, such as a Party Leader or Committee Chairman</i></p>	1A
Basildon Dementia Action Alliance	Network / Forum	1	✓	<p>Voluntary group seeking to influence dementia support across all council services including customer service, building design and co-designing services.</p> <p><i>Membership need not reflect membership of Committees.</i></p>	3D
District Councils Health and Wellbeing Forum	Strategic Partnership	1	✓	<p>A Forum to enhance the role of District HWBBs at County level, ensuring that the views and experiences of all Essex Districts are effectively represented at the Essex HWBB</p> <p><i>Chair of Health and Wellbeing Board would be most appropriate appointment</i></p>	1A
Essex Child and Family	Network / Forum	1	✓	<p>The main aim of an Advisory Board is to work with Family Hub (children centre) staff and partners to advise and make</p>	3A

Body	Category	No. of Members	Make appointment(s)	Organisation Value	Weighting
Wellbeing Advisory Board				<p>recommendations about the development and running of the Family Hub on a number of areas.</p> <p><i>Membership need not reflect membership of Committees</i></p>	
Essex Coastal Forum	Network / Forum	1	✓	<p>The Forum includes coastal local authorities, government agencies and key stakeholders that meet three times a year to consider and discuss a wide range of coastal projects and initiatives.</p> <p><i>Useful for appointment(s) to be drawn from membership of Committee relevant to the theme of Network/Forum</i></p>	2D
Essex Waste Partnership Board	Contract	1	✓	<p>Attended by an Officer (participates in Officer working group) and Member (has role on Board and Essex Inter-Authority Member Working Group). The Council has signed a 25 year Agreement and attendance facilitates working arrangement allowing collaboration and management of the contract whereby Basildon (Collecting authority) and ECC (Disposal Authority) have a voice at the table. Appointment of a Member from Committee with responsibility for Waste services would be most effective.</p> <p><i>Operational value (Street scene services) / strategic value at an Essex wide level with regards to waste management</i></p> <p><i>Useful for appointee to be drawn from membership of Committee relevant to the Partnership</i></p>	2A

Body	Category	No. of Members	Make appointment(s)	Organisation Value	Weighting
Basildon Side by Side	Partnership	1	✓	<p>Basildon Side by Side is intended bring the Basildon Borough communities together to work in co-production with Basildon Borough Council, its partner organisations, businesses and other stakeholders to find solutions that will improve all aspects of life for those living, working and visiting the Borough.</p> <p><i>Useful for appointee to be drawn from membership of Committee relevant to the Partnership</i></p>	3A
Basildon Heritage	Outside Body	1	✓	<p><i>Appointment - representation as part of its governance arrangement</i></p> <p><i>Membership need not reflect membership of Committees.</i></p>	3C
Association of South Essex Local Authorities Joint Committee	Strategic Partnership	1	✓	<p>The core purpose of the Joint Committee is to provide place leadership for South Essex. The Joint Committee will focus on the strategic opportunities, regardless of individual local authority boundaries for the South Essex economic corridor to influence and secure the strategic infrastructure that will help individual areas to flourish and realise their full economic and social potential</p> <p><i>Useful for appointee to be drawn from membership of Committee relevant to themes covered by partnership. Usually a senior political figure, such as a Party Leader or Committee Chairman</i></p>	1A

Body	Category	No. of Members	Make appointment(s)	Organisation Value	Weighting
Superfast / Digital Essex Steering Board	Strategic Partnership	1	✓	<p>In Essex, there is investment of more than £75 million into the Superfast Essex programme, which is coordinated by Essex County Council. The programme is funded by BDUK, Essex County Council, contributions from some local authorities (Braintree, Epping Forest, Maldon, Tendring, and Uttlesford District Councils) and a significant proportion of investment from the private sector delivery partners, BT and Gigaclear.</p> <p><i>Useful for appointee to be drawn from membership of Committee relevant to themes covered by partnership. Usually a senior political figure, such as a Party Leader or Committee Chairman</i></p>	2A