

Appointment of and Allocation of Seats on Committees for the 2016/17 Municipal Year – Supporting Information

1. Political Groups

- 1.1 In accordance with Regulation 8 of the Local Government (Committees and Political Groups) Regulations 1990, the under-mentioned Members have given notice of their wish to be regarded as Members of the Political Groups set out below.

Conservative Group	Liberal Democrat Group
Steve Ardagh-Walter	Lee Dillon
Peter Argyle	Billy Drummond
Howard Bairstow	Mollie Lock
Pamela Bale	Alan Macro
Jeremy Bartlett	
Jeff Beck	
Dennis Benneyworth	
Dominic Boeck	
Graham Bridgman	
Paul Bryant	
Anthony Chadley	
Keith Chopping	
Jeanette Clifford	
Hilary Cole	
James Cole	
Roger Croft	
Richard Crumly	
Rob Denton-Powell	
Lynne Doherty	
Adrian Edwards	
Sheila Ellison	
Marcus Franks	
James Fredrickson	
Dave Goff	
Nick Goodes	
Manohar Gopal	
Paul Hewer	
Clive Hooker	
Carol Jackson-Doerge	
Marigold Jaques	

Conservative Group	Liberal Democrat Group
Mike Johnston	
Graham Jones	
Rick Jones	
Alan Law	
Tony Linden	
Gordon Lundie	
Tim Metcalfe	
Ian Morrin	
Graham Pask	
Anthony Pick	
James Podger	
Garth Simpson	
Richard Somner	
Anthony Stansfeld	
Virginia von Celsing	
Quentin Webb	
Emma Webster	
Laszlo Zverko	

Recommendation 1:

- **That the Council notes that under Paragraph 8 of the Local Government (Committees and Political Groups) Regulations 1990, notice has been received that the Members set out in paragraph 1.1 of this report are to be regarded as Members of the Conservative and Liberal Democrat Groups respectively.**

2. Appointment of Committees

- 2.1 In accordance with Paragraph 4.2.2 of the Constitution, the Council is required to appoint Committees and other Member bodies that are not part of the Executive or its sub-committees including the Health and Wellbeing Board.
- 2.2 It is proposed that Council appoint the Committees (as set out in Table A) with the number of places shown for each.

Table A

Body	Number of Seats
Overview and Scrutiny Management Commission	7
Communities Panel (Including Safeguarding)	5
Environment Panel	5
Resources Panel	5
Licensing Committee	12
District Planning Committee	12 <i>(six members of the Eastern Area Planning Committee and six Members of the Western Area Planning Committee)</i>

Eastern Area Planning Committee	12
Western Area Planning Committee	12
Personnel Committee	5
Appeals Panel	12
Governance and Ethics Committee	8 <i>(two non-voting co-opted Parish Councillors will also be appointed to this Committee)</i>
Total	95

Recommendation 2, 14 and 15:

- That the Council agrees to the appointment of the various Committees and to the number of places on each as set out in paragraph 2.2 (Table A).
- To agree to the membership of the three Scrutiny Panels as set out in paragraph 2.2 (Table A).
- That authority be delegated to the Monitoring Officer to make any changes required to the Constitution as a result of the appointments to Committees.

3. Allocation of Seats

3.1 The political balance of the Council currently stands as follows:

	Number of Members No.	Political Composition %
Conservative Group	48	92.3%
Liberal Democrat Group	4	7.7%
	52	100.00%

3.2 In allocating seats on Committees, the Council must give effect, so far as reasonably practical, to the principles contained in Section 15(5) of the Local Government and Housing Act 1989 which may be summarised as follows:

- (1) Not all seats on any Committee are to be allocated to the same political group;
- (2) The majority of seats on any Committee must be allocated to the majority Group;
- (3) Subject to (1) and (2) above, the number of seats on ordinary Committees must be allocated to each political group in the same proportion as their representation on the Council;
- (4) Subject to (1) and (3) above, the number of seats on any Committee must be the same proportion as the political group's representation on full Council;
- (5) To qualify two or more Members must form a group.

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3.3 Based on 95 seats (Table A), the “basket principle” and the normal rules of rounding the following number of seats would therefore normally be allocated to each Group.

Group	Ratio	No of Seats
Conservative Group	92% x 95	87
Liberal Democrat Group	8% x 95	8
Total		95

3.3 However in accordance with rule (1) as set out in paragraph 3.2 above the Liberal Democrat Group would be entitled to one seat on each of the above eleven committees. *This means that they would therefore be entitled to eleven seats.

3.4 The seats on Committees will therefore be allocated as follows:

Table B			
Committee	Total Number of Seats	Conservative Group	Liberal Democrat Group
Overview and Scrutiny Management Commission	7	6	1
Communities Panel (Including Safeguarding)	5	4	1
Environment Panel	5	4	1
Resources Panel	5	4	1
Licensing Committee	12	11	1
District Planning Committee	12	11	1
Eastern Area Planning Committee	12	11	1
Western Area Planning Committee	12	11	1
Personnel Committee	5	4	1
Appeals Panel	12	11	1
Governance and Ethics Committee	8	7	1
Total	95	84	11*

Recommendation 3 and 15:

- That the Council agrees to the allocation of seats to the Political Groups in accordance with section 15(5) of the Local Government Act 1989 as set out in paragraph 3.4 of Appendix A (Table B).
- That authority be delegated to the Monitoring Officer to make any changes required to the Constitution as a result of the appointments to Committees.

4. Substitutes

4.1 In accordance with the Council’s Constitution, the Council is required to determine the number of substitute Members that may be appointed in respect of each Committee. The current numbers of substitutes for each is as follows:

Overview and Scrutiny Management Commission	Six Conservative Substitutes - two from each of the three Scrutiny Panels Three Liberal Democrat Substitutes
Communities Panel (Including Safeguarding)	Two Conservative and One Liberal Democrat Substitute
Environment Panel	Two Conservative and One Liberal Democrat Substitute
Resources Panel	Two Conservative and One Liberal Democrat Substitute
Area Planning Committees	Up to 4 per Political Group
District Planning Committee	Up to 4 per Political Group – 2 from the Eastern Area of the District and 2 from the Western Area of the District
Licensing Committee	No substitutes permitted
Personnel Committee	Up to 2 per Political Group
Appeals Panel	No substitutes permitted
Governance and Ethics Committee	Up to 2 per Political Group

4.2 In respect of the District and Area Planning Committees, the substitute Members are all drawn from Members representing wards within the Committee’s area who are not appointed to the Committee.

Recommendations 4 and 5:

- That the number of substitutes on Committees and Commissions be as set out in paragraph 4.1 (Table C).
- In respect of the District and Area Planning Committees, the substitute Members are all drawn from Members representing wards within the Committee’s area who are not appointed to the Committee. Where substitutes attend the District Planning meeting they need to be drawn from the same Area Planning meeting as the Member they are substituting for.

5. Appointment to Committees

5.1 Appendix B is a list of Committees and the nominations from each Political Group.

Recommendation 6:

- **That the Council approves the appointment of Members to the Committees as set out in Appendix B and in accordance with the wishes of the Political Groups.**

6. Planning and Policy Framework

6.1 In accordance with Regulation 4, Schedule 3 of the Local Authorities (Functions and Responsibilities) (England) Regulations 2000 and the Local Authorities (Functions and Responsibilities) (England) (Amendment No.2) Regulations 2008 the Council is requested to confirm the Policy Framework for 2016/17 as set out below:

- Council Strategy;
- Local Transport Plan;
- Licensing Policy;
- Gambling Policy;
- Plans and strategies which together comprise the Development Plan;
- Health and Wellbeing Strategy;
- Statutory Pay Policy Statement.

Recommendations 7 and 8:

- **That the Council, in accordance with Regulation 4, Schedule 3 of the Local Authorities (Functions and Responsibilities) (England) Regulations 2000, and the Local Authorities (Functions and Responsibilities) (England) (Amendment No.2) Regulations 2008, agrees the Council's Policy Framework for 2016/17 be as set out above and that any appropriate amendments be made to the Council's Constitution (Paragraph 2.5.2) should this be necessary.**
- **That the Council, in accordance with Regulation 5, Schedule 4 of the Local Authorities (Functions and Responsibilities) (England) Regulations 2000, approves that policies and strategies requiring approval and not included in the approved Policy Framework be delegated to the Council's Executive.**

7. Executive – Article 6 and Part 5 Rules of Procedure

7.1 Paragraph 2.6.5 of Article 6 of the Constitution sets out the current Executive Portfolios and this will need to be amended in the light of any proposed changes made by the Leader of the Council to these Portfolios as set out in Appendix B.

Recommendation 9:

- **That the Council agrees that Paragraph 2.6.5 of Article 6 of the Constitution, setting out the Executive Portfolios, be amended to reflect any changes made by the Leader of the Council at the Annual Council meeting.**

8. Governance and Ethics Committee

- 8.1 At the Full Council meeting on the 02 July 2015 Members agreed to merge the then Standards, and Governance and Audit Committees to form a Governance and Ethics Committee. It was agreed that the membership of the revised Governance and Ethics Committee would comprise ten representatives (eight District Councillors appointed on a proportional basis and two co-opted non-voting Parish/Town Councillors). It was also agreed that the Advisory Panel and three Independent Persons would be retained.
- 8.2 The Advisory Panel would comprise eight Members: two from the Administration, two from the main opposition party, two parish/town councillors and two of the three Independent Persons, used on a rotational basis.

Recommendations 10, 11 and 12:

- **That the appointment of two non voting co-opted Parish/Town Councillors be made to the Governance and Ethics Committee.**
- **That the appointment of two Parish/Town Councillors be made to the Governance and Ethics Committee's Advisory Panel.**
- **To re-appoint three Independent Persons namely Lindsey Appleton, James Rees and Mike Wall should they be willing to continue to fulfil this role.**

9. Health and Wellbeing Board

- 9.1 The Health and Wellbeing Board is a Sub-Committee of the Executive as set out in the Health and Social Care Act 2012. A number of regulations linked to Committees have been disapplied in relation to this Committee such as the proportionality rules and rules pertaining to voting. It has been agreed that the membership of the Board will be as follows*:

- Leader of the Council or other appropriate elected Member
- Portfolio Holder with responsibility for Health and Wellbeing
- North and West Reading Clinical Commissioning Group
- Newbury and District Clinical Commissioning Group
- Strategic Director of Public Health or Assistant Director of Public Health
- Director of Community Services (role covers Children's Services and Adult Social Services)
- Local Healthwatch Representative
- Representative from the Umbrella Organisation (Empowering West Berkshire) representing the Voluntary and Community Sector

- Portfolio Holder with responsibility for Children and Young People
- Portfolio Holder with responsibility or Adult Social Care
- Shadow Portfolio Holder with responsibility for Health and Wellbeing
- NHS England Local Area Team
- Chief Officer (Federation of CCGs)

*Subject to any changes made to the Portfolio Holders by the Leader at the Council meeting.

9.2 Each of the Board Members have nominated a named substitute as set out in Appendix B.

Recommendation 13

- **To agree the membership of the Health and Wellbeing Board as set out in paragraph 9.1 of Appendix A.**

Background Papers:

- The Local Government and Housing Act 1989
- Local Government (Committees and Political Groups) Regulations 1990
- Local Authorities (Functions and Responsibilities) (England) Regulations 2000
- The Localism Act 2011
- The Local Authorities (Standing Orders) (England) (Amendment) Regulations 2015

NOTE: The section below does not need to be completed if your report will not progress beyond Corporate or Operations Board.

Subject to Call-In:

Yes: No:

The item is due to be referred to Council for final approval



Wards affected:

All

Strategic Aims and Priorities Supported:

The proposals contained in this report will help to achieve the following Council Strategy priority:

MEC1 – Become an even more effective Council

Officer details:

Name: Moira Fraser
Job Title: Democratic and Electoral Services
Tel No: 01635 519045
E-mail Address: moira.fraser@westberks.gov.uk
