

Agenda Item No:	11	
Committee:	Council	
Date:	17 May 2018	
Report Title:	Membership of Committees, Panels and Outside Bodies	

## 1 Purpose / Summary

To define the committees and panels to be constituted for the municipal year and to allocate the seats and positions of the Chairman and Vice Chairman to Political groups in accordance with political proportionality rules.

To allocate seats on Outside Bodies to Political groups in accordance with political proportionality rules.

To receive notification and to appoint Councillors to serve on each committee and panel and to serve as Chairman and Vice-Chairman.

## 2 Key issues

- Every year at Annual Council, Committees and panels are established for the municipal year.
- In relation to Conduct Committee, Members will observe that the report specifies that substitute members should be introduced this municipal year to ensure the future resilience of the committee given the small number of Members on the Committee.
- There are a limited number of Outside body organisations which no longer require representation namely
  - Cambridgeshire Council for Voluntary Services
  - Fenland Health and Wellbeing Partnership
- In addition one Outside Body requiring representation has amended its terms of reference, the former East (North) Regional panel which is part of the Clarion group has now become The Clarion Regional Scrutiny Committee, requiring one representative.

## 3 Recommendations

- To adopt the schedule of appointments and political allocations set out in the appendices.

<b>Wards Affected</b>	All
<b>Forward Plan Reference</b>	NA
<b>Portfolio Holder(s)</b>	Councillor Chris Seaton, Leader of the Council

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<b>Background Paper(s)</b>	<p>Constitution</p>

## **4 Background / introduction**

4.1 For each municipal year, Council has to set out the Committees and Panels which are to be established. On establishing the Committees and Panels, in accordance with the rules relating to Political Proportionality the seats on each committee and panel together with the position of Chairman and Vice Chairman are then allocated to Political Parties. Council also receives notification of the appointments to these Committees. The same proportionality rules apply to Outside Bodies, when more than 2 representatives are required.

## **5 Considerations**

5.1 The rules relating to political proportionality in relation to membership of committees are set out in the Local Government and Housing Act 1989 and the supporting regulations.

5.2 For the purposes of the regulations a political group must consist of two or more members who have signed a declaration to that effect.

5.3 Where one or more groups exists the relative proportions of the groups should be used in allocating seats on committees/outside bodies.

5.4 The distribution of the 39 current members of the Council within the group structures is:

Conservative	34	90%
Liberal Democrat	2	5%
Truly Independent	2	5%
Unaligned	1	

5.5 It should be noted that political groups can appoint members who are not aligned to a political group, or indeed aligned to another group to seats allocated to them under the political proportionality rules for both committees and panels and outside bodies.

5.6 As the two opposition groups are equal in size, both groups will need to discuss how they will take up the seats on committees and available spaces on outside bodies.

## **6 Committees and Panels**

6.1 Cabinet is exempt from the requirements of political proportionality, and its membership is determined by the Leader of the Council in accordance with Article 7.

6.2 The Tables laid out in the appendices to this report set out the standing committees of the Council and outside bodies and the allocation of the seats to political groups.

## **7 Outside Bodies**

7.1 Following the review of outside bodies by Overview and Scrutiny, it was agreed that Cabinet would oversee the Outside Bodies to which the Council appoints to. This was to ensure that the bodies on which representation was requested aligned to the Council's corporate priorities. This process of confirming the number and type of outside bodies, as well as confirming the membership for the next twelve months will be undertaken by Cabinet in June, which will allow sufficient time for Group Leaders to appoint to their allocation of seats.

## Appendix A - Allocation of seats on Committees & Panels

Committee	Membership	Political Apportionment
Overview and Scrutiny	<p>Up to 11 members of the Council (none of which may be part of the Cabinet)</p> <p>Appointment:            Chairman                                  Vice Chairman</p>	<p>10 to Conservative Group 1 to either The Liberal Democrat Group or The Truly Independent Group</p> <p>To the Conservative Group To the Conservative Group</p>
Planning Committee	<p>Up to 15 members of the Council. No more than three of which can be members of the Cabinet.</p> <p>Each political group can appoint up to 4 substitute members</p> <p>Appointment:            Chairman                                  Vice Chairman</p>	<p>13 to Conservative Group 1 to The Liberal Democrat Group 1 to The Truly Independent Group</p> <p>To the Conservative Group To the Conservative Group</p>
Licensing Committee (Licensing Act 2003)	<p>Up to 12 members of the Council.</p> <p>The same Members are to be appointed for the Licensing Act 2003 Committee and the Non Licensing Act 2003 Committee.</p> <p>Appointment:            Chairman                                  Vice Chairman</p>	<p>11 to the Conservative Group 1 to either The Liberal Democrat Group or The Truly Independent Group</p> <p>To the Conservative Group To the Conservative Group</p>

Committee	Membership	Political Apportionment
<p>Staff Committee</p>	<p>8 members of the Council to be formed from:  3 members of Cabinet, one of which is to be the portfolio holder with responsibility for Finance.  3 members of any Overview and Scrutiny panel  2 Backbench members</p> <p>Appointment:           Chairman    Vice Chairman</p> <p>The Chairman may be a member of Cabinet</p>	<p>7 to the Conservative Group  1 to either The Liberal Democrat Group  or The Truly Independent Group</p> <p>To the Conservative Group  To the Conservative Group</p>
<p>Corporate Governance Committee</p>	<p>Up to 9 members of the Council to be formed from:  Up to 3 members of Cabinet not including the portfolio holder responsible for finance  Up to 3 members drawn from the Overview and Scrutiny panel  3 Backbench members</p> <p>Appointment:           Chairman    Vice Chairman</p> <p>The Chairman may be a Member of Cabinet or Overview and Scrutiny</p>	<p>8 to Conservative Group  1 to either The Liberal Democrat Group  or The Truly Independent Group</p> <p>To the Conservative Group  To the Conservative Group</p>

Committee	Membership	Political Apportionment
<p>Conduct Committee</p>	<p>Up to 5 Members of the Council</p> <p>Appointment:           Chairman                                   Vice Chairman</p> <p>The Committee may also appoint itself up to two members of Town or Parish Councils to assist its work.</p> <p>Three additional substitute members to be appointed</p> <p>Independent Person: Deputy Independent Person:</p>	<p>4 to Conservative Group 1 to unaligned member</p> <p>To the Conservative Group To the Conservative Group</p> <p>Currently: Councillor Andrew Donnelly and Councillor Nigel Russell</p> <p>2 to Conservative Group 1 to Truly Independent or Liberal Democrats</p> <p>Tina Gambell Claire Hawden-Beal</p>
<p>Appointments Panel</p>	<p>Up to 7 members and not less than 3 nominated by the Leader to reflect political proportionality</p> <p>Appointment:           Chairman                                   Vice Chairman</p>	<p>6 to the Conservative Group 1 to either The Liberal Democrat Group or The Truly Independent Group</p> <p>To the Conservative Group To the Conservative Group</p>

## Appendix B - Appointments to Committees and Panels

<b>Cabinet (9)</b>	
Councillor Mark Buckton	Councillor Peter Murphy
Councillor Mike Cornwell	Councillor Chris Seaton - Leader of the Council
Councillor Mrs Anne Hay	Councillor David Oliver
Councillor Mrs Dee Laws	
Councillor David Mason	
<b>Overview and Scrutiny Panel (11)</b>	
Councillor Chris Boden (C)	Councillor Michael Humphrey (VC)
Councillor Gavin Booth	Councillor Mrs Kay Mayor
Councillor Sam Clark	Councillor Kit Owen
Councillor Steve Count	Vacancy
Councillor David Hodgson	Vacancy
Vacancy	
<b>Planning Committee (15)</b>	
Councillor Mrs Sam Clark (VC)	Councillor Alex Miscandlon (C)
Councillor David Connor	Councillor Peter Murphy
Councillor Stephen Court	Councillor Mrs Florence Newell
Councillor Mrs Maureen Davis	Councillor Will Sutton
Councillor Mrs Anne Hay	Vacancy
Councillor Mrs Dee Laws	Vacancy
Vacancy	Vacancy
	Vacancy
Substitutes: Councillor TBC	
<b>Licensing Committee (12) - same Members for Licensing Act 2003 Committee and Non - Licensing Act 2003 Committee</b>	
Councillor Mrs Virginia Bucknor	Councillor Mrs Kay Mayor
Councillor Mark Buckton	Councillor Alex Miscandlon
Councillor Mrs Sam Clark	Councillor David Oliver
Councillor David Connor	Councillor Kit Owen (VC)
Councillor Michael Humphrey (C)	Councillor Michelle Tanfield

Vacancy	Councillor Steve Tierney
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<b>Corporate Governance Committee (9)</b>	
Councillor Gavin Booth	Councillor Mrs Florence Newell (VC)
Councillor Ralph Butcher	Councillor Will Sutton
Councillor John Clark (C)	Councillor Michelle Tanfield
Councillor David Hodgson	Vacancy
Councillor Peter Murphy	
<b>Staff Committee (8)</b>	
Councillor Mrs Virginia Bucknor	Councillor Mrs Anne Hay
Councillor Ralph Butcher (VC)	Councillor Peter Murphy
Councillor Mrs Sam Clark	Councillor David Oliver
Councillor Mrs Maureen Davis (C)	Councillor Steve Tierney
<b>Conduct Committee (5)</b>	
Councillor Chris Boden (VC)	Councillor David Mason
Councillor Miss Sam Hoy (C)	Councillor Robert Skoulding
Councillor Michael Humphrey	
<b>Independent People</b> Tina Gambell Claire Hawden-Beal(Sub)	<b>Town/Parish Reps</b> Cllr Andrew Donnelly Cllr Nigel Russell
Substitutes: Councillor TBC	

## Appendix C - Allocation of seats on Outside Bodies

Outside Body	Number of representatives required	Proportionality
Anglia Revenue Partnership	1 + 2 substitutes	Conservative Party representation
Benwick Internal Drainage Board (IDB)	4	3 Conservatives and 1 of either the Liberal Democrat or Truly Independent Group
Cambridgeshire Military Community Covenant Board	1	Conservative Party representation
Cambridgeshire Police and Crime Panel	1 + 1 substitute	Conservative Party representation
Cambridgeshire Health and Wellbeing Board + District Lead Members Group	1	Conservative Party representation
Chatteris Community Centre Association	2	Conservative Party representation
Clarion Regional Scrutiny Committee	1	Conservative Party representation
CNC Board	1 + 1 substitute	Conservative Party representation
College of West Anglia Governing Body	1	Conservative Party representation
Community Learning and Skills Partnership	1	Conservative Party representation
Curf and Wimblington IDB	1	Conservative Party representation
East Cambs and Fenland Childrens and Young Peoples Partnership	1	Conservative Party representation
Feldale IDB	7	6 Conservative representatives and 1 of either the Liberal Democrat or Truly Independent Group
Fenland Association of Community Transport	1	Conservative Party representation
Fenland Diverse Communities Forum	1	Conservative Party representation
Fenland Strategic Partnership	1	Conservative Party representation
Fenland Tension Monitoring Group	1	Conservative Party representation
Fenland Transport and Access	1	Conservative Party

Outside Body	Number of representatives required	Proportionality
Partnership		representation
Fenland Twinning Association	4	3 Conservative Party representation and 1 of either the Liberal Democrat or Truly Independent Group
Hanson, Fletton Brickworks Industry	1	Conservative Party representation
Health Committee	1 + 1 substitute	Conservative Party representation
Hundred of Wisbech IDB	15	13 Conservative representatives, 1 Liberal Democrat, 1 Truly Independent
Kings Lynn IDB	1	Conservative Party representation
LGA/ LGA Rural Commission/ LGA Urban Commission	1 + 1 Substitute	Conservative Party representation
Manea and Welney Drainage Commissioners	2	Conservative Party representation
March West and White Fen Internal Drainage Board (Previously known as March and Whittlesey IDB)	5	4 Conservative representatives and 1 of either the Liberal Democrat or Truly Independent Group
March East IDB	11	10 Conservative representatives and 1 of either the Liberal Democrat or Truly Independent Group
March Education Foundation	1	Conservative Party representation
March Fifth IDB	8	7 Conservative representatives and 1 of either the Liberal Democrat or Truly Independent Group
March Sixth IDB	4	3 Conservative Party representation and 1 of either the Liberal Democrat or Truly Independent Group
March Third IDB	8	7 Conservative representatives and 1 of either the Liberal Democrat or Truly Independent Group
Middle Level Commissioners	3	2 Conservative Party representation and 1 of either the Liberal Democrat or Truly

Outside Body	Number of representatives required	Proportionality
		Independent Group
Needham and Laddus IDB	1	Conservative Party representation
Nightlayer IDB	10	9 Conservative Representatives and 1 of either the Liberal Democrat or Truly Independent Group
North Level IDB	7	6 Conservative representatives and 1 of either the Liberal Democrat or Truly Independent Group
Wisbech Community Development Trust (Oasis Village Centre)	1	Conservative Party representation
Ransonmoor IDB	2	2 Conservative Party representation
RECAP	1	Conservative Party representation
Rural Cambs CAB	3	2 Conservative Party representation and 1 of either the Liberal Democrat or Truly Independent Group
Safer Fenland Partnership	1	Conservative Party representation
The Wash and North Norfolk Coastal European Marine Site Management Scheme	1	Conservative Party representation
The Combined Authority	1	Conservative Party representation
The Combined Authority Overview and Scrutiny Committee	2 + 1 Substitute	2 Conservative Party Representation
The Combined Authority Audit Committee	1 + 1 Substitute	Conservative Party representation
Upwell IDB	2	Conservative Party representation
Waldersey IDB	2	Conservative Party representation
Warboys, Somersham and Pidley IDB	1	Conservative Party representation
Whittlesey and District IDB	5	4 Conservative Party representatives 1 of either the Liberal Democrat or Truly

Outside Body	Number of representatives required	Proportionality
		Independent Group
WisARD	1	Conservative Party representation
Wisbech and Fenland Museum Management Committee	1	Conservative Party representation
Wisbech Access Study Member Steering Group	2	2 Conservative Party Representation
Young People March	1	Conservative Party representation