


Agenda Item No:	13	
Committee:	Council	
Date:	July 2019	
Report Title:	Membership of Committees, Panels and Outside Bodies	

## 1 Purpose / Summary

There have recently been some changes to the political groups within the Council and as a result it is important to reflect those changes in the Committees and Outside Bodies requiring political representation. The rules governing political proportionality are utilised to allocate the seats for the political groups.

## 2 Key issues

- The Committees and Panels which are to be established for the municipal year 2019-20 were agreed by Annual Council in May 2019. Annual Council also agreed the political proportionality for those committees and panels.
- Since the Annual Council meeting there have been some changes to the political make up of Council, which needs to be reflected in the political proportionality of Committees and panels.
- 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.
- The Chairman of the Planning Committee has suggested that a more manageable and appropriate number of Members of the Planning Committee would be 12, rather than the current number of 15 (two of whom have yet to be appointed). The ruling political group has agreed with the Planning Committee's suggestion that the number of elected representatives on Planning Committee be reduced from 15 to 12
- Members have also requested that substitute members are added to all committee meetings to ensure resilience whilst also enabling all meetings to have the minimum number of members in attendance to meet the quorum figure outlined in the constitution.
- The proposed ratio of substitute members for each committee is outlined in the report and reflects the substitute ratios which are already successfully established in relation to the Planning and Conduct committees.

## 3 Recommendations

- To reduce the number of Members on Planning Committee from 15 to 12 in order to achieve a more manageable and appropriate number of Members on that Committee.
- To add substitute members to the following committees
  - Overview and Scrutiny Committee (6 substitute members),
  - Licensing Committee (6 substitute members),
  - Corporate Governance Committees ( 5 substitute members)
  - Staff Committee (4 substitute members) and

- Appointments panel (3 substitute members).
- To adopt the schedule of political allocations set out in the appendices.
- For Council to delegate to the Monitoring Officer to make the appropriate changes to the constitution in support of the report.

<b>Wards Affected</b>	All
<b>Forward Plan Reference</b>	NA
<b>Portfolio Holder(s)</b>	Councillor Chris Boden, Leader of the Council
<b>Report Originator(s)</b>	Carol Pilson - Corporate Director and Monitoring Officer Peter Catchpole - Corporate Director and S151 Officer Anna Goodall - Head of Governance and Legal Services
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<b>Background Paper(s)</b>	Constitution

#### **4 Background / introduction**

4.1 Council set out the Committees and Panels which are to be established for the current municipal year at the Annual Council meeting. Since that meeting the makeup of political groups has changed which needs to be reflected in the political proportionality of the established committees and panels. 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	26	67%
Fenland Independents Alliance	13	33%

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.

#### **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 The changes to political groups will also result in changes to the allocation of seats on Outside Bodies. Political proportionality rules apply to outside bodies requiring more than 2 representatives.

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

Committee	Membership	Political Apportionment
<p>Overview and Scrutiny</p>	<p>Up to 12 members of the Council (none of which may be part of the Cabinet)</p> <p>Six additional substitute members to be appointed</p> <p>Appointment:           Chairman                                   Vice Chairman</p>	<p>8 to Conservative Group 4 to Fenland Independents Alliance (including 2 Liberal Democrats)</p> <p>4 to the Conservative Group 2 to Fenland Independents Alliance (including 2 Liberal Democrats)</p> <p>To the Conservative Group To the Conservative Group</p>
<p>Planning Committee</p>	<p>Up to 12 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>8 to Conservative Group 4 to Fenland Independents Alliance (including 2 Liberal Democrats)</p> <p>To the Conservative Group To the Conservative Group</p>

Committee	Membership	Political Apportionment
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>Six additional substitute members to be appointed</p> <p>Appointment:            Chairman                                             Vice Chairman</p>	<p>8 to the Conservative Group            4 to Fenland Independents Alliance            (including 2 Liberal Democrats)</p> <p>4 to the Conservative Group            2 to Fenland Independents Alliance            (including 2 Liberal Democrats)</p> <p>To the Conservative Group            To the Conservative Group</p>

Committee	Membership	Political Apportionment
<p data-bbox="96 240 248 304">Staff Committee</p>	<p data-bbox="331 240 947 555">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 data-bbox="331 612 913 683">Four additional substitute members to be appointed</p> <p data-bbox="331 831 831 906">Appointment:      Chairman                                  Vice Chairman</p> <p data-bbox="331 963 842 1034">The Chairman may be a member of Cabinet</p>	<p data-bbox="976 240 1480 363">6 to the Conservative Group 2 to Fenland Independents Alliance (including 2 Liberal Democrats)</p> <p data-bbox="976 600 1480 722">2 to the Conservative Group 2 to Fenland Independents Alliance (including 2 Liberal Democrats)</p> <p data-bbox="976 823 1361 898">To the Conservative Group To the Conservative Group</p>

Committee	Membership	Political Apportionment
<p>Corporate Governance Committee</p>	<p>Up to 11 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>Five additional substitute members to be appointed</p> <p>Appointment:           Chairman                                              Vice Chairman</p> <p>The Chairman may be a Member of Cabinet or Overview and Scrutiny</p>	<p>7 to Conservative Group            4 to Fenland Independents Alliance (including 2 Liberal Democrats) to The Liberal Democrat Group</p> <p>4 to the Conservative Group            1 to Fenland Independents Alliance (including 2 Liberal Democrats)</p> <p>To the Conservative Group            To the Conservative Group</p>

Committee	Membership	Political Apportionment
<p data-bbox="91 240 250 308">Conduct Committee</p>	<p data-bbox="331 240 786 272">Up to 5 Members of the Council</p> <p data-bbox="331 331 831 405">Appointment:      Chairman                                  Vice Chairman</p> <p data-bbox="331 464 925 571">The Committee may also appoint itself up to two members of Town or Parish Councils to assist its work.</p> <p data-bbox="331 630 931 699">Three additional substitute members to be appointed</p> <p data-bbox="331 847 741 922">Independent Person: Deputy Independent Person:</p>	<p data-bbox="974 197 1480 411">3 to Conservative Group 2 to Fenland Independents Alliance (including 2 Liberal Democrats) To the Conservative Group To the Conservative Group</p> <p data-bbox="974 469 1458 580">Currently: Councillor Andrew Donnelly and 1 vacancy</p> <p data-bbox="974 638 1424 788">2 to Conservative Group 1 to The Fenland Independents Alliance (including 2 Liberal Democrats)</p> <p data-bbox="974 847 1263 922">Vacant Claire Hawden-Beal</p>



Committee	Membership	Political Apportionment
<p data-bbox="91 193 293 261">Appointments Panel</p>	<p data-bbox="331 193 943 304">Up to 7 members and not less than 3 nominated by the Leader to reflect political proportionality</p> <p data-bbox="331 400 936 475">Three additional substitute members to be appointed</p> <p data-bbox="331 619 831 699">Appointment:      Chairman                                  Vice Chairman</p>	<p data-bbox="974 193 1429 347">5 to the Conservative Group 2 to The Fenland Independents Alliance (including 2 Liberal Democrats)</p> <p data-bbox="974 400 1480 528">2 to the Conservative Group 1 to Fenland Independents Alliance (including 2 Liberal Democrats)</p> <p data-bbox="974 624 1361 703">To the Conservative Group To the Conservative Group</p>

## Appendix B - Appointments to Committees and Panels

<b>Cabinet (10)</b>	
Councillor Ian Benney	Councillor Mrs Dee Laws
Councillor Chris Boden - Leader of the Council	Councillor Peter Murphy
Councillor Sam Clark	Councillor Chris Seaton
Councillor Mrs Jan French - Deputy Leader of the Council	Councillor Steve Tierney
Councillor Sam Hoy	Councillor Susan Wallwork
<b>Overview and Scrutiny Panel (12)</b>	
Councillor Gavin Booth	Councillor Alex Miscandlon (C)
Councillor Alan Bristow	Councillor Mark Purser
Councillor Mike Cornwell	Councillor Robert Skoulding
Councillor Anne Hay (VC)	Councillor David Topgood
Councillor Michael Humphrey	Councillor Bob Wicks
Councillor David Mason	Councillor Fred Yeulett
6 substitute members to be confirmed	
<b>Planning Committee (12)</b>	
Councillor Ian Benney	Councillor Charlie Marks
Councillor Mrs Sarah Bligh	Councillor Nick Meekins
Councillor Alan Bristow	Councillor Peter Murphy
Councillor Sam Clark	Councillor David Patrick
Councillor David Connor (C)	Councillor Will Sutton

Councillor Anne Hay (VC)	
Councillor Andrew Lynn	
Substitutes: Cllr Mrs Jan French, Cllr Billy Rackley, Cllr Rob Skoulding 1 vacant Conservative substitute, 4 vacant Fenland Independent Alliance substitutes	
<b>Licensing Committee (12) - same Members for Licensing Act 2003 Committee and Non - Licensing Act 2003 Committee</b>	
Councillor Michael Humphrey (C)	Councillor Mrs kay Mayor
Councillor Miss Sam Hoy	Councillor Nick Meekins
Councillor Andrew Lynn	Councillor Billy Rackley
Councillor Charlie Marks	Councillor Robert Skoulding
Councillor David Mason	Councillor Michelle Tanfield
Councillor Andy Maul	Councillor David Topgood
6 substitute members to be confirmed	

<b>Corporate Governance Committee (11)</b>	
Councillor Ian Benney	Councillor Mrs Jan French
Councillor Gavin Booth	Councillor Miss Kim French (VC)
Councillor John Clark (C)	Councillor Mark Purser
Councillor Sam Clark	Councillor David Topgood
Councillor Daniel Divine	Councillor Bob Wicks
	Councillor Simon Wilkes

5 substitute members to be confirmed	
<b>Staff Committee (8)</b>	
Councillor Chris Boden	Councillor Mrs Jan French
Councillor Alan Bristow (VC)	Councillor David Mason (C)
Councillor Mike Cornwell	Councillor Steve Tierney
Councillor Mrs Maureen Davis	Councillor Fred Yeulett
4 substitute members to be confirmed	
<b>Conduct Committee (5)</b>	
Councillor Mike Cornwell	Councillor David Topgood
Councillor David Patrick	Councillor Mrs Susan Wallwork
Councillor Mark Purser	
<b>Independent People</b> Independent Person - Vacant - to be appointed at Council 18/07/19 Deputy Independent Person - Claire Hawden-Beal(Sub)	<b>Town/Parish Reps</b> Cllr Andrew Donnelly Vacant
Substitutes: Cllr David Connor, Cllr Sam Hoy, Cllr Andy Maul	
<b>Appointments Panel (7)</b>	
Councillor Chris Boden	Councillor Will Sutton
Councillor Steve Count	Councillor Steve Tierney
Councillor Mrs Jan French	Councillor Fred Yeulett

Councillor Robert Skoulding	
3 substitute members to be confirmed	

Appendix C - Allocation of seats on Outside Bodies

<b>Ref No</b>	<b>Outside Body</b>	<b>Number of representatives required 2019/20</b>	<b>To Be Nominated Representatives 2019/20</b>	<b>Proportionality</b>
1	Anglia Revenue Partnership	1 + 2 substitutes	Cllr Jan French Substitute members Cllr Connor Cllr Kim French	Conservative party representation
2	Benwick Internal Drainage Board (IDB)	4	Cllr Laws Cllr Miscandlon Cllr Mrs Mayor Cllr Wicks	3 Conservatives 1 Fenland Independents Alliance (including 2 Liberal Democrats)
3	Cambridgeshire Horizons Board	1	Cllr Boden	Conservative party representation
4	Cambridgeshire Military Community Covenant Board	1	Cllr Tierney	Conservative party representation
5	Cambridgeshire Police and Crime Panel	1 + 1 substitute	Cllr Wallwork Substitute member Cllr Lynn	Conservative party representation
6	Cambridgeshire Health and Wellbeing Board + District Lead Members Group	1	Cllr Wallwork	Conservative party representation
7	Chatteris Community Centre Association	2	Cllr Murphy Cllr Benney	Conservative party representation
8	College of West Anglia Governing Body	1	Cllr Topgood	Conservative party representation

<b>Ref No</b>	<b>Outside Body</b>	<b>Number of representatives required 2019/20</b>	<b>To Be Nominated Representatives 2019/20</b>	<b>Proportionality</b>
9	Community Learning and Skills Partnership	1	Cllr Benney	Conservative party representation
10	Curf and Wimblington Combined IDB	1	Cllr Davis	Conservative party representation
11	East Cambs and Fenland Children's and Young Peoples Partnership	1	Cllr Wallwork	Conservative party representation
12	Feldale IDB	7	Cllr Laws Cllr Boden Cllr Miscandlon Cllr Mrs Mayor 1 vacancy	5 Conservatives 2 Fenland Independents Alliance (including 2 Liberal Democrats)
13	Fenland Association of Community Transport	1	Cllr Seaton	Conservative party representation
14	Fenland Diverse Communities Forum	1	Cllr Tierney	Conservative party representation
15	Fenland Tension Monitoring Group	1	Cllr Hoy	Conservative party representation
16	Fenland Transport and Access Partnership	1	Cllr Topgood	Conservative party representation
17	Fenland Transport Strategy	2	Cllr Seaton Cllr Connor	Conservative party representation
18	Fenland Twinning Association	4	Cllr Hay Cllr Mrs Mayor Cllr Topgood	3 Conservatives 1 Fenland Independents Alliance (including 2 Liberal

<b>Ref No</b>	<b>Outside Body</b>	<b>Number of representatives required 2019/20</b>	<b>To Be Nominated Representatives 2019/20</b>	<b>Proportionality</b>
			Cllr Meekins	Democrats)
19	Hanson, Fletton Brickworks Industry	1	Cllr Boden	Conservative party representation
20	Health Committee	1 + 1 substitute	Cllr Bristow Substitute member Cllr Topgood	Conservative party representation
21	Hundred of Wisbech IDB	15	Cllr Topgood Cllr Wallwork Cllr Lynn Cllr Hoy Cllr Rackley Cllr Sutton Cllr Meekins Cllr Booth Cllr Bligh Cllr Tanfield 5 vacancies	10 Conservatives 5 Fenland Independents Alliance (including 2 Liberal Democrats)
22	Kings Lynn IDB	1	Cllr Topgood	Conservative party representation
23	LGA/ LGA Rural Commission/ LGA Urban Commission	1 + 1 Substitute	Cllr Boden Substitute member Cllr Tierney	Conservative party representation
24	Manea and Welney Drainage Commissioners	2	Cllr Marks Cllr Sutton	2 Fenland Independents



<b>Ref No</b>	<b>Outside Body</b>	<b>Number of representatives required 2019/20</b>	<b>To Be Nominated Representatives 2019/20</b>	<b>Proportionality</b>
				Alliance (including 2 Liberal Democrats)
25	March Area Transport Study	2	Cllr Count Cllr Skoulding	Conservative party representation
26	March West and White Fen Internal Drainage Board (Previously known as March and Whittlesey IDB)	6	4 vacancies Cllr Cornwell Cllr Wicks	4 Conservative 2 Fenland Independents Alliance (including 2 Liberal Democrats)
27	March East IDB	11	Cllr Purser Cllr Clark Cllr Topgood 5 vacancies Cllr Cornwell Cllr Marks Cllr Yeulett	7 Conservative 4 Fenland Independents Alliance (including 2 Liberal Democrats)
28	March Education Foundation	1	1 vacancy	Conservative party representation
29	March Fifth District Drainage Commissioners	6	4 vacancies Cllr Cornwell Cllr Mrs French	4 Conservative 2 Fenland Independents Alliance (including 2 Liberal Democrats)
30	March Sixth District Drainage Commissioners	4	2 vacancies Cllr Cornwell Cllr Mrs French	3 Conservative 1 Fenland Independents Alliance (including 2 Liberal Democrats)

<b>Ref No</b>	<b>Outside Body</b>	<b>Number of representatives required 2019/20</b>	<b>To Be Nominated Representatives 2019/20</b>	<b>Proportionality</b>
31	March Third IDB	8	5 vacancies Cllr Marks Cllr Cornwell Cllr Mrs French	5 Conservative 3 Fenland Independents Alliance (including 2 Liberal Democrats)
32	Middle Level Commissioners	3	Cllr Laws Cllr Miscandlon Cllr Sutton	2 Conservative 1 Fenland Independents Alliance (including 2 Liberal Democrats)
33	Needham and Laddus IDB	1	Cllr Sutton	Conservative party representation
34	Nightlayer IDB	10	Cllr Benney Cllr Murphy Cllr Divine 7 vacancies	6 Conservative 4 Fenland Independents Alliance (including 2 Liberal Democrats)
35	North Level District IDB	7	Cllr Humphrey Cllr Sam Clark Cllr Laws Cllr Mrs Mayor Cllr Miscandlon Cllr Booth Cllr Meekins	5 Conservative 2 Fenland Independents Alliance (including 2 Liberal Democrats)
36	Wisbech Community Development Trust (Oasis Village Centre)	1	Cllr Rackley	Conservative party representation
37	Ransonmoor District Drainage	2	Cllr Connor	1 Conservative

<b>Ref No</b>	<b>Outside Body</b>	<b>Number of representatives required 2019/20</b>	<b>To Be Nominated Representatives 2019/20</b>	<b>Proportionality</b>
	Commissioners		Cllr Wicks	1 Fenland Independents Alliance (including 2 Liberal Democrats)
38	RECAP	1	Cllr Murphy	Conservative party representation
39	Rural Cambs CAB	3	Cllr Miscandlon 1 vacancy Cllr Booth	2 Conservative 1 Fenland Independents Alliance (including 2 Liberal Democrats)
40	Safer Fenland Partnership	1	Cllr Mrs Mayor	Conservative party representation
41	The Wash and North Norfolk Marine Partnership	1	Cllr Rackley	Conservative party representation
42	The Combined Authority	1 + 1 Substitute	Cllr Boden Substitute member Cllr Jan French	Conservative party representation
43	The Combined Authority Overview and Scrutiny Committee	2 + 1 Substitute	Cllr Miscandlon Cllr Hay Substitute member Cllr Tierney	Conservative party representation
44	The Combined Authority Audit Committee	1 + 1 Substitute	Cllr Benney Substitute member Cllr Hoy	Conservative party representation
45	Upwell IDB	2	Cllr Rackley Cllr Sutton	1 Conservative 1 Fenland Independents

<b>Ref No</b>	<b>Outside Body</b>	<b>Number of representatives required 2019/20</b>	<b>To Be Nominated Representatives 2019/20</b>	<b>Proportionality</b>
				Alliance (including 2 Liberal Democrats)
46	Waldersey IDB	2	Cllr Rackley Cllr Sutton	1 Conservative 1 Fenland Independents Alliance (including 2 Liberal Democrats)
47	Warboys, Somersham and Pidley IDB	1	1 vacancy	Conservative party representation
48	Whittlesey & District IDB	5	Cllr Mason Cllr Laws Cllr Mrs Mayor Cllr Bristow Cllr Wicks	4 Conservative 1 Fenland Independents Alliance (including 2 Liberal Democrats)
49	Wisbech and Fenland Museum Management Committee	1	Cllr Topgood	Conservative party representation
50	Wisbech Access Strategy Project Board	2	Cllr Lynn Cllr Rackley	Conservative party representation
51	Young People March	1	Cllr Purser	Conservative party representation