



Report of:	Meeting	Date	Item No.
The Leader of the Council (Cllr Gibson) and the Chief Executive	Annual Council	9 May 2013	7

ESTABLISHMENT OF AND APPOINTMENTS TO COMMITTEES 2013/14
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1. Purpose of Report

1.1 To enable Members to be appointed to the Council's Committees and other Panels and Groups for the 2013/14 Council Year.

2. Outcomes

2.1 Effective arrangements to carry out the Council's non-executive decision making and advisory functions.

3. Recommendations

3.1 That the following Committees be appointed for 2013/14, with a total membership of 76 places

Overview and Scrutiny Committee	14
Planning Committee	14
Licensing Committee	14
Audit Committee	14
Standards Committee	6
Employment and Appeals Committee	10
Senior Officers Appointments Committee	<u>4</u>
Total	<u>76</u>

3.2 That places on each of the above Committees be allocated to members of the Conservative Group and the Labour Group in accordance with the statutory political balance rules described in paragraph 4.3 of this report.

3.3 That individual Councillors be appointed to each of the above Committees on the basis of nominations, which comply with the political balance rules, to be submitted by the Group Leaders after the elections on 2 May.

3.4 That the following other bodies, with a total membership of 43 members, to which the statutory political balance rules do not have to be applied, also be appointed:

- | | | |
|-----|---|----|
| (a) | Housing Benefit & Council Tax Review Board Panel (Panel of 10 from which 3 Members will be appointed for each hearing). | 10 |
| (b) | Councillor Development Group | 12 |
| (c) | Wyre 3 Tier Forum | 8 |
| (d) | Planning Policy Group (plus 1 Executive Member) | 13 |

3.5 That, although not a statutory requirement, places on each of the bodies listed in recommendation 3.4 above also be allocated to members of the Conservative Group and the Labour Group in accordance with the political balance rules described in paragraph 4.3 of this report.

3.6 That individual Councillors be appointed to each of the bodies listed in recommendation 3.4 on the basis of nominations to be submitted by the Group Leaders after the elections on 2 May.

4. Background

4.1 The Council's Constitution currently requires that: *"At the Annual Meeting, the Council will appoint at least one Overview and Scrutiny Committee, a Standards Committee and such other Committees as the Council considers appropriate to deal with matters, which are neither reserved to the Council, nor are Executive functions."*

4.2 Section 15 of the Local Government and Housing Act requires that the allocation of places on non-executive Committees of the Council must be allocated on the following criteria:

- (a) that all seats on a body are not allocated to the same Political Group;
- (b) that the majority of seats on a body is allocated to a particular Political Group, if the number of persons belonging to that Group is the majority of the Authority's membership;
- (c) subject to paragraphs (a) and (b) above, that the number of seats on the ordinary Committees of a relevant Authority which are allocated to each Political Group bears the same proportion to the total of all the seats on the ordinary Committees of that Authority;
- (d) subject to paragraphs (a) - (c) above, that the number of seats on a body which are allocated to each Political Group bears the

same proportion to the number of all seats on that body as is borne by the number of members of that Group in membership of the Authority.

- 4.3** The allocation of Committee places in 2012/13 was based on a political composition of 40 Conservative councillors and 15 Labour councillors, giving the Conservative members 72.73% of the total seats and Labour members 27.27% of the total seats. There were a total of 70 places on the statutory committees, 50 of which were allocated to Conservative Members and 20 of which were allocated to Labour Members (a slight over-representation of the Labour Group). There were also 43 places on “other” committees, of which 31 were allocated to Conservative members and 12 were allocated to Labour members.
- 4.4** The current membership of committees is set out in Appendix 1.
- 4.5** However, two elements of the calculations have changed since last year. Firstly, following the death of Ian Perkin and the resignations of Clive Grunshaw and Julie Grunshaw, there are currently 3 vacancies on the Council, which will be filled at the by-elections to be held on 2 May. Obviously the calculation of the political balance rules and the allocation of seats on committees will depend on the results of those elections. Secondly, because the status of the Standards Committee has changed since the last Annual Meeting and its membership comprises totally of Councillors, it now has to be included in the “statutory” category. As a consequence, the total number of seats on “statutory” committees has increased from 70 to 76.

5. Proposals

- 5.1** Political balance calculations are shown in Appendices 2- 5 for each of the possible outcomes of the 3 by-elections to be held on 2 May.
- 5.2** When the election results are known, the Chief Executive will liaise with the Party Group Leaders about the interpretation and implementation of the political balance rules as they apply following those results.
- 5.3** The nominations of the Conservative Group and the Labour Group will then be published prior to the Council meeting on 9 May.

IMPLICATIONS	
Finance	None.
Legal	The proposals in this report are in accordance with legal requirements.
Community Safety	None.
Equality and Diversity	None.

Sustainability	None.
Health and Safety	None.
Risk Management	None.
Asset Management	None.
Climate Change	None

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List of Background Papers:		
Name of Document	Date	Where available for inspection
None.	-	-

LIST OF APPENDICES

Appendix 1: Current Membership of Committees (2012/13)

Appendix 2: Political Balance Calculations Version 1 (Con 40, Lab 15)

Appendix 3: Political Balance Calculations Version 2 (Con 39, Lab 16)

Appendix 4: Political Balance Calculations Version 3 (Con 41, Lab 14)

Appendix 5: Political Balance Calculations Version 4 (Con 42, Lab 13)

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MEMBERSHIP OF STATUTORY COMMITTEES 2012/13

Note: Membership of these Committees has to be politically balanced in accordance with the requirements of Section 15 of the Local Government and Housing Act 1989.

OVERVIEW AND SCRUTINY COMMITTEE (14)

Conservative Councillors (11) Anderson, Balmain, Cocker, M Gandhi (Chairman), Hodgkinson MacNaughton Pimbley, V Taylor (Vice-Chairman), Walmsley, Williams and 1 vacancy.

Labour Councillors (3) Martin, Lees and Shewan.

AUDIT COMMITTEE (14)

Conservative Councillors (10) Amos, Balmain (Chairman), Brooks, Collinson, Greenhough, Kay, MacNaughton (Vice-Chairman), Moon, Turner and Wilson.

Labour Councillors (4) E. Anderton, Hewitt, Rogers and T. Taylor.

EMPLOYMENT AND APPEALS COMMITTEE (10)

Conservative Councillors (7) Amos, Bridge, Cocker, Pimbley, Robinson (Vice-Chairman), Turner (Chairman) and Wilson.

Labour Councillors (3) I. Duffy, R. Duffy and Martin.

PLANNING COMMITTEE (14)

Conservative Councillors (10) Lady Atkins, Bannister, Birch, Catterall, Greenhough (Vice-Chairman), Henderson (Chairman), Moon, Newsham, Williams and 1 vacancy.

Labour Councillors (4) E. Anderton, Rogers, Shewan and T Taylor.

LICENSING COMMITTEE (14)

Conservative Councillors (10) Bridge, Collinson, R. Gandhi, Hargreaves, Hodgkinson, Ormrod, Pimbley (Vice-Chairman), Robinson, Swift, and M. Vincent (Chairman).

Labour Councillors (4) M. Anderton, Beavers, Smith and Treece-Birch.

SENIOR OFFICERS APPOINTMENTS COMMITTEE (4)

Conservative Councillors (3) Cllr Gibson, A. Vincent and Murphy.

Labour Councillors (1) 1 vacancy.

STANDARDS COMMITTEE (6)

Conservative Councillors (4) Bridge (Chairman), Collinson, M. Gandhi, and V. Taylor.

Labour Councillors (2) M. Anderton and Lees (Vice-Chairman).

MEMBERSHIP OF NON-STATUTORY COMMITTEES, PANELS AND GROUPS 2012/2013

HOUSING AND COUNCIL TAX BENEFIT REVIEW BOARD (10)

Conservative Councillors (7) Anderson, Bannister, Cocker, Collinson, Hargreaves, Turner and Williams.

Labour Councillors (3) M. Anderton, Martin and 1 vacancy.

COUNCILLOR DEVELOPMENT GROUP (12)

Conservative Councillors (9) Amos, Balmain, Bannister, R. Gandhi, Murphy, Newsham, Swift, Ormrod and 1 vacancy.

Labour Councillors (3) Hewitt, Smith and Treece-Birch

PLANNING POLICY GROUP (14)

Economy Portfolio Holder McCann
Planning Committee Chairman Henderson
Planning Committee V. Chairman Greenhough

Conservative Councillors (8) Balmain, Birch, Brooks, Cocker, Newsham, Pimbley, Walmsley and 1 vacancy.

Labour Councillors (3) Lees, Shewan and T. Taylor.

WYRE 3 TIER FORUM (8)

Conservative Councillors (6)

Lady Atkins, R. Gandhi, Murphy, Newsham,
Robinson and Walmsley.

Labour Councillors (2)

Martin and T. Taylor

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POLITICAL BALANCE CALCULATIONS 2013-14: Version 1

Assuming that 1 Conservative member and 2 Labour members are elected on 2 May

1. Total Percentage of Members

Conservative :	40 Members	=	72.73%
Labour :	15 Members	=	27.27%
			<u>100.00%</u>

2. Allocation of total number of seats

There are a total of 76 seats on the Committees to which the Political Balance Calculations apply (increased from 70 in 2012/13 because Standards Committee is now included, following its change in status, with no independent members.).

		<u>Entitlement</u>
Conservative :	72.73% of 76 = 55.27, i.e.	55 seats
Labour :	27.27% of 76 = 20.73, i.e.	21 seats
		<hr style="width: 100%; border: 0.5px solid black;"/> 76 seats <hr style="width: 100%; border: 0.5px solid black;"/>

3. Allocation of places on individual Committees (to which the Political Balance Regulations apply)

<u>Committee</u>	<u>Total Seats</u>	<u>Con</u>		<u>Lab</u>	
		<u>Proportional Entitlement</u>	<u>Whole seats</u>	<u>Proportional Entitlement</u>	<u>Whole seats</u>
Overview & Scrutiny Committee	14	10.18	10	3.82	4
Planning	14	10.18	10	3.82	4
Licensing	14	10.18	10	3.82	4
Audit	14	10.18	10	3.82	4
Employment & Appeals	10	7.27	7	2.73	3
Senior Officers Appointments Committee	4	2.91	3	1.09	1
Standards	6	4.36	4	1.64	2
Total	76		54		22
	(100%)		(71.05%)		(28.95%)

Comments/Proposals

On this basis, after rounding up and down to whole numbers, the Labour Group is slightly over-represented and the Conservative Group slightly under-represented. A seat on one of the above committees therefore needs to be allocated to the Conservative Group instead of the Labour Group. The Chief Executive will consult with the Group Leaders about where the adjustment will be made, prior to the submission of nominations to the Council meeting. In 2012/13, when there was the same overall proportionality, this adjustment was made by allocating the Conservative Group 1 extra place on the Overview and Scrutiny Committee (i.e. an 11 - 3 split, instead of 10 - 4).

4. Possible Allocation of places on other non-statutory panels and groups

Total number of seats = 43.

Conservative 72.73% of 43 = 31.27, i.e. **31** seats

Labour 27.27% of 43 = 11.73, i.e. **12** seats.

	Seats	<u>Con</u>		<u>Lab</u>	
		<u>Proportional "Entitlement"</u>	<u>Proposed</u>	<u>Proportional Entitlement</u>	<u>Proposed</u>
Housing Benefit & Council tax Review Board Panel	10**	7.27	7	2.73	3
Member Training & Development Group	12	8.73	9	3.27	3
Wyre 3 Tier Forum	8	5.82	6	2.18	2
Planning Policy Group (plus the Economy Portfolio Holder)	13	9.45	9	3.55	4
Total	43		31 (72.09%)		12 (27.91%)

**A group of 3 members is chosen from the Panel to consider each appeal case. Although they do not have to be politically balanced, one opposition member is chosen whenever possible.

Comments/Proposals

On this basis, after rounding up and down to whole numbers, the allocation of seats on each of these bodies, as well as the allocation of total seats, is politically balanced and no further adjustments are needed.

POLITICAL BALANCE CALCULATIONS 2013-14: Version 2**Assuming that 3 Labour members are elected on 2 May**1. Total Percentage of Members

Conservative :	39 Members	=	70.91%
Labour :	16 Members	=	29.09%
			<u>100.00%</u>

2. Allocation of total number of seats

There are a total of 76 seats on the Committees to which the Political Balance Calculations apply (increased from 70 in 2012/13 because Standards Committee is now included, following its change in status, with no independent members.).

		<u>Entitlement</u>
Conservative :	70.91% of 76 = 53.89, i.e.	54 seats
Labour :	29.09% of 76 = 22.11, i.e.	22 seats
		<hr/>
		76 seats
		<hr/>

3. Allocation of places on individual Committees (to which the Political Balance Regulations apply)

<u>Committee</u>	<u>Total Seats</u>	<u>Con</u>		<u>Lab</u>	
		<u>Proportional Entitlement</u>	<u>Whole seats</u>	<u>Proportional Entitlement</u>	<u>Whole seats</u>
Overview & Scrutiny Committee	14	9.93	10	4.07	4
Planning	14	9.93	10	4.07	4
Licensing	14	9.93	10	4.07	4
Audit	14	9.93	10	4.07	4
Employment & Appeals	10	7.09	7	2.91	3
Senior Officers Appointments Committee	4	2.84	3	1.16	1
Standards	6	4.25	4	1.75	2
Total	76		54		22
	(100%)		(71.05%)		(28.95%)

Comments/Proposals

On this basis, after rounding up and down to whole numbers the allocation of seats on individual committees, as well as the allocation of total seats is politically balanced and no adjustments are needed.

4. Possible Allocation of places on other non-statutory panels and groups

Total number of seats = 43

Conservative 70.91% of 43 = 30.49 i.e. **30** seats

Labour 29.09% of 43 = 12.51, i.e. **13** seats

	Seats	<u>Con</u>		<u>Lab</u>	
		<u>Proportional "Entitlement"</u>	<u>Proposed</u>	<u>Proportional Entitlement</u>	<u>Proposed</u>
Housing Benefit & Council tax Review Board Panel	10**	7.09	7	2.91	3
Member Training & Development Group	12	8.51	9	3.49	3
Wyre 3 Tier Forum	8	5.67	6	2.33	2
Planning Policy Group (plus the Economy Portfolio Holder)	13	9.22	9	3.78	4
Total	43		31		12
			(72.09%)		(27.91%)

**A group of 3 members is chosen from the Panel to consider each appeal case. Although they do not have to be politically balanced, one opposition member is chosen whenever possible.

Comments/Proposals

On this basis, after rounding up and down to whole numbers, the Conservative Group is slightly over-represented and the Labour Group slightly under-represented. A seat on one of these bodies will therefore need to be allocated to the Labour Group instead of the Conservative Group.

The Chief Executive will consult with the Group Leaders about where the adjustment will be made, prior to the submission of nominations to the Council meeting.

POLITICAL BALANCE CALCULATIONS 2013-14: Version 3**Assuming that 2 Conservative members and 1 Labour member are elected on 2 May**1. Total Percentage of Members

Conservative :	41 Members	=	74.55%
Labour :	14 Members	=	25.45%
			<u>100.00%</u>

2. Allocation of total number of seats

There are a total of 76 seats on the Committees to which the Political Balance Calculations apply (increased from 70 in 2012/13 because Standards Committee is now included, following its change in status, with no independent members.).

		<u>Entitlement</u>
Conservative :	74.55% of 76 = 56.66, i.e.	57 seats
Labour :	25.45% of 76 = 19.34, i.e.	19 seats
		<hr/>
		76 seats
		<hr/>

3. Allocation of places on individual Committees (to which the Political Balance Regulations apply)

<u>Committee</u>	<u>Total Seats</u>	<u>Con</u>		<u>Lab</u>	
		<u>Proportional Entitlement</u>	<u>Whole seats</u>	<u>Proportional Entitlement</u>	<u>Whole seats</u>
Overview & Scrutiny Committee	14	10.44	10	3.56	4
Planning	14	10.44	10	3.56	4
Licensing	14	10.44	10	3.56	4
Audit	14	10.44	10	3.56	4
Employment & Appeals	10	7.46	7	2.54	3
Senior Officers Appointments Committee	4	2.98	3	1.02	1
Standards	6	4.47	4	1.53	2
Total	76		54		22
	(100%)		(71.05%)		(28.95%)

Comments/Proposals

On this basis, after the rounding up and down to whole numbers, the Conservative Group is significantly under-represented and the Labour Group significantly over-represented. A seat on three of the above committees will therefore need to be allocated to the Conservative Group instead of the Labour Group. The Chief Executive will consult with the Group Leaders about where the adjustments will be made, prior to the submission of nominations to the Council meeting.

4. Possible Allocation of places on other non-statutory panels and groups

Total number of seats = 43.

Conservative: 74.55% of 43 = 32.06, i.e. **32** seats.

Labour: 25.45% of 43 = 10.94, i.e. **11** seats.

	<u>Total seats</u>	<u>Con</u>		<u>Lab</u>	
		<u>Proportional Entitlement</u>	<u>Whole seats</u>	<u>Proportional Entitlement</u>	<u>Whole seats</u>
Housing Benefit & Council tax Review Board Panel	10**	7.46	7	2.54	3
Member Training & Development Group	12	8.95	9	3.05	3
Wyre 3 Tier Forum	8	5.96	6	2.04	2
Planning Policy Group (plus the Economy Portfolio Holder)	13	9.69	10	3.31	3
Total	43		32		11
			(74.42%)		(25.58%)

**A group of 3 members is chosen from the Panel to consider each appeal case. Although they do not have to be politically balanced, one opposition member is chosen whenever possible.

Comments/Proposals

On this basis, after rounding up and down to whole numbers, the allocation of seats on each of these bodies, as well as the allocation of total seats, is politically balanced and no adjustments are needed.

POLITICAL BALANCE CALCULATIONS 2013-14: Version 4

Assuming that 3 Conservative members are elected on 2 May

1. Total Percentage of Members

Conservative :	42 Members	=	76.36%
Labour :	13 Members	=	23.64%
			<u>100.00%</u>

2. Allocation of total number of seats

There are a total of 76 seats on the Committees to which the Political Balance Calculations apply (increased from 70 in 2012/13 because Standards Committee is now included, following its change in status, with no independent members.).

		<u>Entitlement</u>
Conservative :	76.36% of 76 = 58.03, i.e.	58 seats
Labour :	23.64% of 76 = 17.97, i.e.	18 seats
		<hr/> 76 seats <hr/>

3. Allocation of places on individual Committees (to which the Political Balance Regulations apply)

<u>Committee</u>	<u>Seats</u>	<u>Con</u>		<u>Lab</u>	
		<u>Entitlement</u>	<u>Proposed</u>	<u>Entitlement</u>	<u>Proposed</u>
Overview & Scrutiny Committee	14	10.69	11	3.31	3
Planning	14	10.69	11	3.31	3
Licensing	14	10.69	11	3.31	3
Audit	14	10.69	11	3.31	3
Employment & Appeals	10	7.64	8	2.36	2
Senior Officers Appointments Committee	4	3.05	3	0.95	1
Standards	6	4.58	5	1.42	1
Total	76		60		16
	(100%)		(78.95%)		(21.05%)

Comments/Proposals

On this basis, after rounding up and down to whole numbers, the Conservative Group is over-represented by 2 seats and the Labour Group under-represented by 2 seats. An additional place on 2 of the above committees will therefore need to be allocated to the Labour Group instead of the Conservative Group. The Chief Executive will consult with the Group Leaders about where the adjustments will be made, prior to the submission of nominations to the Council meeting.

4. Possible Allocation of places on other non-statutory panels and groups

Total number of seats = 43.

Conservative: 76.36% of 43 = 32.83, i.e. **33** seats.

Labour: 23.64% of 43 = 10.17, i.e. **10** seats.

	Seats	<u>Con</u>		<u>Lab</u>	
		<u>Proportional "Entitlement"</u>	<u>Proposed</u>	<u>Proportional Entitlement</u>	<u>Proposed</u>
Housing Benefit & Council tax Review Board Panel	10**	7.64	8	2.36	2
Member Training & Development Group	12	9.16	9	2.84	3
Wyre 3 Tier Forum	8	6.11	6	1.89	2
Planning Policy Group (plus the Economy Portfolio Holder)	13	9.93	10	3.07	3
Total	43		33 (76.74%)		10 (23.26%)

**A group of 3 members is chosen from the Panel to consider each appeal case. Although they do not have to be politically balanced, one opposition member is chosen whenever possible.

Comments/Proposals

On this basis, after rounding up and down to whole numbers, the allocation of seats on each of these bodies, as well as the allocation of total seats is politically balanced and no adjustments are required.