

# Public Document Pack

## JOHN WARD

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A meeting of the **Annual Council** will be held in the Committee Rooms at East Pallant House Chichester on **Tuesday 16 May 2017 at 14:00**

MEMBERS: Mrs C Apel, Mr G Barrett, Mr R Barrow, Mr J Brown, Mr P Budge, Mr A Collins, Mr J Connor, Mr T Dempster, Mr A Dignum, Mrs P Dignum, Mrs J Duncton, Mr M Dunn, Mr J F Elliott, Mr J W Elliott, Mr N Galloway, Mrs N Graves (Vice-Chairman), Mr M Hall, Mrs E Hamilton (Chairman), Mrs P Hardwick, Mr R Hayes, Mr G Hicks, Mr L Hixson, Mr F Hobbs, Mrs G Keegan, Mrs J Kilby, Mrs E Lintill, Mr S Lloyd-Williams, Mr L Macey, Mr K Martin, Mr G McAra, Mr S Morley, Caroline Neville, Mr S Oakley, Mr C Page, Mrs P Plant, Mr R Plowman, Mr H Potter, Mrs C Purnell, Mr J Ransley, Mr J Ridd, Mr A Shaxson, Mrs J Tassell, Mrs S Taylor, Mr N Thomas, Mrs P Tull, Mr D Wakeham, Mrs S Westacott and Mr P Wilding

## AGENDA SUPPLEMENT

### 10 **Appointments to Committees 2017-2018** (pages 1 to 5)

The Council is requested to consider the agenda report (which will be circulated subsequent to the despatch of the agenda once the details of proposed members, chairmen and vice-chairmen have been received) and to make the following resolution:

The reports and its appendix are now appended to this agenda supplement.

### 11 **Appointments to External Organisations** (pages 6 to 7)

The Council is requested to consider the agenda report (which will be circulated subsequent to the despatch of the agenda once the details of proposed members have been received) and to make the following resolution:

The report is now appended to this agenda supplement.

**Chichester District Council**

**COUNCIL: ANNUAL MEETING**

**16 May 2017**

**Appointment to Committees 2017-2018**

**1. Contacts**

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Bambi Jones - Principal Scrutiny Officer  
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**2. Recommendation**

- 2.1. **That the Annual Council appoints members to serve on committees for 2017-2018 including their chairmen and vice-chairmen as set out in the appendix to this report, subject to decisions on the previous agenda item regarding political balance arrangements and subject to the nominations proposed by the party group leaders.**

**3. Background**

- 3.1. The attached appendix sets out the membership of committees in 2016-2017 with the changes made to the membership for the year 2017-2018 embedded within each table:
- The name of the committee
  - The constitution and number of members
  - The political balance where applicable
  - Any rules relating to membership
  - The 2016-2017 membership and the proposed changes to membership in 2017-2018

Appointments to these committees are to be made by the Annual Council.

**4. Appendix**

Appointment to Committees 2017-2018

**APPOINTMENTS TO COMMITTEES 2017-2018  
(Appointed by the Annual Council)**

**OVERVIEW AND SCRUTINY COMMITTEE (15)**

Constitution: 15 Members (excluding members of the Cabinet and the Chairman of the Council) based on political proportionality

Political Balance:	Conservative	Lib Dem	Independent Group
	13	1	1

Chairman:	Mrs Clare Apel (LD)	
Vice-Chairman:	Mrs Norma Graves (C)	
Mr Peter Budge (C)		Caroline Neville (C)
Mr Myles Cullen (C) – replaced by Mr Keith Martin (C)		Mr John Connor (C)
Mr Pam Dignum (C)		Mr Henry Potter (C)
Mr Nigel Galloway(C)		Mr Josef Ransley (C)
Mr Nick Thomas(C)		Mr Andrew Shaxson (IND)
Mr Graham Hicks (C)		Mrs Julie Tassell (C)
Mr Simon Lloyd-Williams (C)		

**CORPORATE GOVERNANCE AND AUDIT COMMITTEE (10)**

Constitution: 10 Members of Council including the Cabinet Member for Finance & Governance and a representative from the Overview & Scrutiny Committee, and the membership to be based on political proportionality.

Political Balance:	Conservative	Lib Dem	Independent Group
	8	1	1

Chairman:	Mrs Tricia Tull (C)	
Vice-Chairman:	Mr Graeme Barrett (C)	
Mr Ian Curbishley (C) – replaced by Mr Peter Wilding (C)		Mr Graham Hicks (C)
Mr Tom Dempster (C)		Mr Francis Hobbs (C)
Mrs Norma Graves (C)		Mr Paul Jarvis (C) – replaced by Mr Jonathan Brown (LD)
Mrs Philippa Hardwick (C)		Mr Steve Morley (IND)

**PLANNING COMMITTEE (15)**

Constitution: 15 Members of the Council

Political Balance:	Conservative	Lib Dem	Independent Group
	13	1	1

Chairman: Mr Bob Hayes (C)	
Vice-Chairman: Mrs Jane Kilby (C)	
Mr Graeme Barrett (C)	Mrs Carol Purnell (C)
Mr Myles Cullen (C) – replaced by Mr Darren Wakeham (C)	Mr Gordon McAra (IND)
Mrs Janet Duncton (C)	Mr Simon Oakley (C)
Mr Mark Dunn (C)	Mr Richard Plowman (LD)
Mr John F Elliott (C)	Mrs Julie Tassell (C)
Mr Mike Hall (C)	Mrs Tricia Tull (C)
Mr Les Hixson (C)	

*Rules on Membership of Planning Committee:*

- Chairman not to be a Cabinet Member (DOE Statutory Guidance paragraph 5.18)
- Subject to the requirements of political balance and diversity, party group leaders are encouraged to apply the following criteria:
  - a) Non Cabinet members only.
  - b) Not more than one member from any ward.
  - c) A fair and reasonable geographical spread recognising
    - (i) the size of the district and
    - (ii) The South Downs National Park.
  - d) Members to show commitment to the process by being available for the whole of each committee meeting (and pre-arranged member site visits) other than for exceptional reasons.
  - e) Members to attend formal training sessions and to be able to demonstrate a reasonable grasp of and familiarity with basic planning principles, policy and guidance i.e.:
    - i. Clearly demonstrate that they understand the need to apply planning policy and planning considerations in making decisions.
    - ii. Show an understanding of the tensions between policy and public expectations and while representing their ward(s) recognise this is a district-wide responsibility.
    - iii. Demonstrate an understanding of the protocols for speaking to the public at planning meetings.
    - iv. Demonstrate a clear understanding of the protocol for speaking at parish meetings and other face to face communications without fettering their discretion.
    - v. Exercise reasoned and balanced judgment in making decisions.
  - f) Members to be able to demonstrate willingness to attend sessions to review the quality of planning decisions (e.g. tour of completed developments).

**GENERAL LICENSING COMMITTEE (15)**

Constitution: 15 Members of Council (including at least one member of the Cabinet)

Political Balance:	Conservative	Lib Dem	Independent Group
	13	1	1

Chairman:	Mr John Ridd (C)	
Vice-Chairman:	Mr Henry Potter (C)	
Mr Graeme Barrett (C)		Mr Len Macey (C)
Mrs C Purnell (C)		Mr Gordon McAra (IND)
Mr Peter Budge (C)		Mr Nigel Galloway (C) - replaced by Mrs Penny Plant (C)
Mr John Connor (C)		Mr Nick Thomas (C)
Mr John W Elliott (C)		Mr Darren Wakeham (C)
Mr Paul Jarvis (C) – replaced by Mr Christopher Page (C)		Mrs Sandra Westacott (LD)
Mrs Denise Knightley (C) – replaced by Mr Andrew Collins (C)		

*Rules on Membership of the General Licensing Committee:*

- As the Committee deals with licensing statutes other than the Licensing Act 2003 the Political Groups Regulations do apply (Schedule 1 to *Local Government and Housing Act 1989*).

**ALCOHOL AND ENTERTAINMENT LICENSING COMMITTEE (15)**

Constitution: 15 Members of Council (including at least one member of the Cabinet)

Not subject to political balance, but membership the same as General Licensing Committee

*Rules on Membership of the Alcohol and Entertainment Committee:*

- The membership must be from 10 to a maximum of 15 (section 6 of the *Licensing Act 2003*).
- Political Groups Regulations do not apply as the committee deals only with licences under the *Licensing Act 2003*.

**STANDARDS COMMITTEE (7)**

Constitution: 7 Members of the Council

3 parish councillors are co-opted in a non-voting capacity

The Independent Person(s) appointed by the Council in accordance with section 28 (7) of the *Localism Act 2011* are invited to attend meetings of the committee in an advisory capacity

Political balance applies to the members of Chichester District Council

Political Balance:	Conservative	Lib Dem	Independent Group
	6	1	0

Chairman: Mrs Philippa Hardwick (C)	
Vice-Chairman: Mrs Clare Apel (LD)	
Mr Mark Dunn (C)	Mrs Carol Purnell (C)
Mr Graham Hicks (C)	Mrs Julie Tassell (C)
Mr Paul Jarvis (C) – Replaced by Mrs Jane Kilby (C)	

### **INVESTIGATION AND DISCIPLINARY COMMITTEE (5 plus 2 subs)**

Constitution: 5 members of Council, including at least 1 member of the Cabinet. 2 substitute members of Council, the membership to be politically balanced (page 56 of Part 3 of the Constitution).

Political Balance:	Conservative	Lib Dem	Independent Group
	6	1	0

Cabinet Member: Mrs Penny Plant (C)	Mr Paul Jarvis (C) – Replaced by Mrs Jane Kilby (C)
Mrs Carol Purnell (C)	Mr Josef Ransley (C)
Mr Andrew Shaxson (IND) – Replaced by Mrs Sandra Westacott (LD)	
Substitutes: Mr Mark Dunn (C) Mr Graham Hicks (C)	

### **APPEALS COMMITTEE (5 members plus 2 subs)**

Constitution: 5 members of Council, including at least 1 member of the Cabinet; 2 substitute members of Council. No member of the Investigation and Disciplinary Committee shall be a member of the Appeals Committee; membership to be politically balanced (page 57 of Part 3 of the Constitution).

Political Balance:	Conservative	Lib Dem	Independent Group
	6	1	0

Cabinet Member: Mrs Susan Taylor (C)	Mrs Clare Apel (LD)
Mr Peter Budge (C)	Mrs Pam Dignum (C)
Mrs Janet Duncton (C)	
Substitutes: Mr Tony Dignum (C) Mr Mike Hall (C)	

# Agenda Item 11

## Chichester District Council

**COUNCIL: ANNUAL MEETING**

**16 May 2017**

### Appointments to External Organisations

#### 1. Contacts

Diane Shepherd - Chief Executive

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Katherine Jeram, Democratic Services Officer

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#### 2. Recommendation

- 2.1 That the Annual Council appoints members to serve on external organisations for 2017-2018 and longer term appointments/nominations as set out in the tables in the report.**

#### 3. Main Report

- 3.1 Most appointments to outside organisations are made by the Cabinet as the terms of reference for the Cabinet include the authority “to appoint or nominate persons to outside organisations which relate to functions of the Cabinet.” However, the appointment of Members to other organisations not relating to the functions of the Cabinet is reserved to Full Council.
- 3.2 Set out below are details of the organisations and the number of representatives to be appointed.

#### Annual Appointments 2017-2018

ORGANISATION	APPOINTMENTS IN 2016-2017	APPOINTMENTS FOR 2017-2018
1. Chichester Conservation Area Advisory Committee (1)	Richard Plowman (LD)	Richard Plowman (LD)
2. iESE Transformation Limited (1)	Penny Plant (C)	Peter Wilding (C)
3. Portsmouth Water Customer Forum (1)	Simon Oakley (C)	Simon Oakley (C)
4. Sussex Police and Crime Panel (1)	Eileen Lintill (C) Carol Purnell ( <i>Deputy</i> ) (C)	Eileen Lintill (C) Carol Purnell ( <i>Deputy</i> ) (C)
5. Western Sussex Hospitals NHS Trust Council of Governors (1)	Gillian Keegan (C)	Eileen Lintill (C)
6. West Sussex Health and Adult Social Care Select Committee (1)	Caroline Neville (C)	Caroline Neville (C)

## Longer Term Appointments

ORGANISATION	APPOINTMENTS IN 2016-2017	APPOINTMENTS FROM 2017-2018
7. Bourne Community College Governing Body (1)	Diane Shepherd – Chief Executive	Diane Shepherd – Chief Executive (four-year appointment until 2021)
8. Bourne Trust Board (1)	Diane Shepherd – Chief Executive	Diane Shepherd – Chief Executive (four-year appointment until 2021)
9. Chichester College Board of Governors (2)	Jane Dodsworth – Head of Business Improvement Services Steve Hansford – Head of Community Services	Jane Dodsworth – Head of Business Improvement Services (four-year appointment until 2021) Steve Hansford – Head of Community Services (one-year appointment until 2018)
10. Chichester Harbour Conservancy (2 plus deputies)	Graeme Barrett (C) John Connor (C) Penny Plant ( <i>Deputy</i> ) (C)	Graeme Barrett (C) John Connor (C) Penny Plant ( <i>Deputy</i> ) (C) (three-year appointment 1 July 2017 to 30 June 2020)
11. South Downs National Park Authority (1)	Mark Dunn (C)	Mark Dunn (C) (appointment is for councillor's term of office ie until May 2019)

#### 4. Background Papers

None