

Public Document Pack

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A meeting of **Council** will be held in Committee Rooms - East Pallant House on **Tuesday 19 May 2015 at 2.30 pm**

MEMBERS: Mr N Thomas (Vice-Chairman), Mrs C Apel, Mr G Barrett, Mr R Barrow, Mr P Budge, Mr J Connor, Mr M Cullen, Mr I Curbishley, Mr T Dempster, Mr A Dignum, Mrs P Dignum, Mrs J Duncton, Mr M Dunn, Mr J F Elliott, Mr J W Elliott, Mr B Finch, Mr N Galloway, Mrs N Graves, Mr M Hall, Mrs E Hamilton, Mrs P Hardwick, Mr R Hayes, Mr G Hicks, Mr L Hixson, Mr F Hobbs, Mr P Jarvis, Mrs G Keegan, Mrs J Kilby, Mrs D Knightley, Mrs E Lintill, Mr S Lloyd-Williams, Mr L Macey, Mr G McAra, Mr S Morley, Caroline Neville, Mr S Oakley, 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, Mrs P Tull, Mr D Wakeham and Mrs S Westacott

SUPPLEMENT TO AGENDA

- 11 **Appointment and Membership of Committees and their Chairmen and Vice-Chairmen** (Pages 1 - 9)
- 12 **Appointments to External Organisations** (Pages 10 - 11)

Chichester District Council

COUNCIL: ANNUAL MEETING

19 May 2015

Appointment and Membership of Committees and their Chairmen and Vice-Chairmen

1. Contacts

Philip Coleman, Member Services Manager,
Tel: 01243 534655 E-mail: pcoleman@chichester.gov.uk

2. Recommendation

2.1. That the Council appoints members to serve on committees for 2015-2016, and their chairmen and vice-chairmen, as set out in the report below, subject to decisions on the previous agenda item and to the nominations proposed by party group leaders.

3. Background

3.1. The report below sets out for each Committee to which appointments are to be made by the Council:

- The name of the Committee
- The constitution and number of members
- The political balance, where applicable
- The 2010/11 membership
- Any rules relating to membership.

Nominations from Party Group Leaders have not been finalised at the date of this Agenda and will be notified at the meeting or earlier if possible. Throughout, nominations should indicate nominees for Chairman and Vice-Chairman.

OVERVIEW AND SCRUTINY COMMITTEE

Members (15)

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

Political Balance:

Con	LD	Ind Gp
13 (13.13)	1 (0.94)	1 (0.94)

2014/15 Membership

Chairman: Mrs C M M Apel (LD))

Vice-Chairman: Mr R J Hayes (C)

Mr A D Chaplin (LD)

Mr P Clementson (C)

Mrs P Dignum (C)

Mrs N Graves (C)

Mrs E Hamilton (C)

Mr G H Hicks (C)

Mr S Lloyd-Williams (C)

Mr G V McAra (I)

Mr H C Potter (C)

Mrs J A E Tassell (C)

Mr N R D Thomas (C)

Mrs B A Tinson (C)

Mr M Woolley (LD)

Proposed 2015/16 Membership

Chairman:	Clare Apel (LD)
Vice-Chairman:	Norma Graves (C)
Peter Budge (C)	Caroline Neville (C)
Myles Cullen (C)	Penny Plant (C)
Pam Dignum (C)	Henry Potter (C)
Nigel Galloway (C)	Josef Ransley (C)
Elizabeth Hamilton (C)	Andrew Shaxson (IND)
Graham Hicks (C)	Julie Tassell (C)
Simon Lloyd-Williams (C)	-----

Rules on Membership of the Overview and Scrutiny Committee:-

- Not Cabinet Members (Section 21(9) Local Government Act 2000) and page 52 of Part 3 of the Constitution)
- Not Chairman of Council (pages 52 of Part 3 of the Constitution)

CORPORATE GOVERNANCE AND AUDIT COMMITTEE

Members (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:

Con	LD	Ind Gp
9 (8.75)	0.5 (0.63)	0.5 (0.63)

2014/15 membership

Chairman: Mrs P M Tull (C)
Vice-Chairman: Mr A J French (LD)

Mrs C M M Apel (LD)	Mr B Finch (C)
Mr M Bell (C)	Mrs P A Hardwick (C)
Mr J Cherry (I)	Mr G H Hicks (C)
Mr T Dignum (C)	Mr R M J Marshall (C)

Proposed 2015/16 Membership

Chairman:	Tricia Tull (C)
Vice-Chairman:	Graham Hicks (C)
Graeme Barrett (C)	Philippa Hardwick (C)
Ian Curbishley (C)	Francis Hobbs (C)
Tom Dempster (C)	Paul Jarvis (C)
Norma Graves (C)	Steve Morley (IND)

Rules on Membership of the Corporate Governance and Audit Committee:-

- Include the Cabinet Member for Finance & Governance (page 53 of Part 3 of the Constitution)
- Include a representative from Overview & Scrutiny Committee (ditto)
- Chairman of Council shall not be a member of the Cabinet (ditto)

PLANNING COMMITTEE Members (15)

Constitution: 15 Members of the Council

Political Balance:

Con	LD	Ind Gp
13 (13.13)	1 (0.94)	1 (0.94)

2014/15 membership (NB 18 members then)

Chairman: Mr A R H Smith (LD)
Vice-Chairman: Mrs P A Hardwick (C)

Mr G A F Barrett (C)	Mr D J Myers (C)
Mr M J Bell (C)	Mr S J Oakley (C)
Mr Q J R Cox (LD)	Mr H C Potter (C)
Mrs J E Duncton (C)	Mr J Ridd (C)
Mr J F Elliott (C)	Mr F Robertson (C)
Mr R J Hayes (C)	Mrs J A E Tassell (C)
Mr G V McAra (IG)	Mrs P M Tull (C)
Mr J A P Montyn (C)	Mr M Woolley (LD)

Proposed 2015/16 Membership

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

Members (15)

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

Political Balance:

Con	LD	Ind Gp
13 (13.13)	1 (0.94)	1 (0.94)

2014/15 Membership

Chairman: Mr J Ridd (C)

Vice-Chairman: Mr H C Potter (C)

Mr G A F Barrett (C)

Mr P Budge (C)

Mr S Carr (LD)

Mr J C P Connor (C)

Mr T M E Dunn (C)

Mrs N Graves (C)

Mr G V McAra (I)

Mr S J Oakley (C)

Mrs C Purnell (C)

Anne Scicluna (LD)

Mrs B A Tinson (C)

Mr B J Weekes (I)

Proposed 2015/16 Membership

Chairman:	John Ridd (C)
Vice-Chairman:	Henry Potter (C)
Graeme Barrett (C)	Len Macey (C)
Roger Barrow (C)	Gordon McAra (IND)
Peter Budge (C)	Penny Plant (C)
John Connor (C)	Carol Purnell (C)
Ian Curbishley (C)	Darren Wakeham (C)
John W Elliott (C)	Sandra Westacott (LD)
Denise Knightley (C)	-----

Rules on Membership of the General Licensing Committee:-

- Must include at least one member of the Cabinet.
- 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

Members (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

Members (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:

Con	LD	Ind Gp
6 (6.13)	0.5 (0.44)	0.5 (0.44)

Chairman: Mrs P A Hardwick (C)

Vice-Chairman: Mr M Woolley (LD)

Chichester District Council (7)	Mr T M E Dunn (C) Mrs E P Lintill (C) Mr D J Myers (C) Mr A M Shaxson (I) Mrs J A E Tassell (C)
Co-opted Non-Voting Parish Councillors(3) (nominated by the local sub districts of parish councils)	Mr J Cottam (Fernhurst PC) Ms E Kenney (Hunston PC) Mr D Ribbens (Plaistow and Ifold PC)

Proposed 2015/16 Membership

Chairman:	Philippa Hardwick (C)
Vice-Chairman:	Clare Apel (LD)
Mark Dunn (C)	Carol Purnell (C)
Graham Hicks (C)	Julie Tassell (C)
Paul Jarvis (C)	-----

INVESTIGATION AND DISCIPLINARY COMMITTEE
Members (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.

Political Balance:

Con	LD	Ind
5 (4.38)	0 (0.31)	0 (0.31)

2014/15 membership

Mr A D Chaplin (LD)	Mr G H Hicks (C)
Mr T M E Dunn (C)	Mr J J L T Ransley (C)
Mrs P A Hardwick (C)	
<i>Substitutes</i>	
<i>Mr A J French (LD)</i>	<i>Vacant (C)</i>

2015/16 Membership – proposed defer

Chairman:	
Vice-Chairman:	

Substitutes:	

APPEALS COMMITTEE
Members (5 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. The membership to be politically balanced.

Political Balance:

Con	LD	Ind
5 (4.38)	0 (0.31)	0 (0.31)

2014/15 membership – proposed defer

Mrs H P Caird (C)	Mrs J E Duncton (C)
Mr J L Cherry (C)	Mr M Woolley (LD)
Mrs P Dignum (C)	
<i>Substitutes</i>	
<i>Mr J C P Connor (C)</i>	<i>Mr A R H Smith (LD)</i>

2015/16 Membership

Chairman:	
Vice-Chairman:	

Substitutes:	

EXECUTIVE DIRECTORS AND HEADS OF SERVICE DISCIPLINARY APPEAL PANEL

Members (3 plus 2 subs.)

Constitution: 3 members of Council. 2 substitute members of Council. The membership to be politically balanced.

Political Balance:

Con	LD	Ind Gp
3 (2.63)	0 (0.19)	0 (0.19)

2014/15 membership

Mrs P A Hardwick (C)

Mr A R H Smith (LD)

Mr G H Hicks (C)

Substitutes

Mr A D Chaplin (LD)

Vacant (C)

2015/16 Membership – proposed defer

Chairman:	
Vice-Chairman:	

Substitutes:	

REDUNDANCY APPEAL PANEL

Members (3 plus 2 subs.)

Constitution: 3 members of Council. 2 substitute members of Council. The membership to be politically balanced.

Political Balance:

Con	LD	Ind Gp
3 (2.63)	0 (0.19)	0 (0.19)

2014/15 membership

Mrs C M M Apel (LD)
Mrs P Dignum (C)

Mrs P M Tull (C)

Substitutes

Mr N R D Thomas (C)

Mr M Woolley (LD)

2015/16 Membership – proposed defer

Chairman:	
Vice-Chairman:	

Substitutes:	

Chichester District Council

COUNCIL: ANNUAL MEETING

19 May 2015

Appointments to External Organisations

1. Contacts

Diane Shepherd, Chief Executive
Tel: 01243 534511 Email: dshepherd@chichester.gov.uk

Katherine Jeram, Member Services Officer
Tel: 01243 534674 Email: kjeram@chichester.gov.uk

2. Recommendation

- 2.1 That the Council appoint Members to serve on outside organisations for 2015-2016 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. Nominations are awaited and will be reported to the Council meeting.

Annual Appointments 2015-2016

ORGANISATION	APPOINTMENT in 2014/15	APPOINTMENT in 2015/16
1. Chichester Conservation Area Advisory Committee (2)	Alan Chaplin (LD) NB Mr Chaplin is no longer a member Quentin Cox (LD) NB Mr Cox is no longer a member	Les Hixson (C) Richard Plowman (LD)
2. Portsmouth Water Customer Forum (1)	Simon Oakley (C)	Simon Oakley (C)
3. Sussex Police and Crime Panel (1)	Eileen Lintill (C) <i>Deputy: Tony Dignum (C)</i>	Eileen Lintill (C) Deputy: Carol Purnell (C)
4. Western Sussex Hospitals NHS Trust Council of Governors (1)	Bob Hayes (C)	Gillian Keegan (C)
5. West Sussex Health and Adult Social Care Committee (1)	Pam Dignum (C)	Pam Dignum (C)

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Longer Term Appointments

ORGANISATION	APPOINTMENTS in 2014/15	APPOINTMENTS from 2015/16
6. Bourne Community College Governing Body (1)	Diane Shepherd – Chief Executive	(4 year appointment until 2017)
7. Bourne Trust Board (1)	Diane Shepherd – Chief Executive	(4 year appointment until 2017)
8. Chichester College Board of Governors (2)	Jane Dodsworth – Head of Business Improvement Steve Hansford – Head of Service Community	(4 year appointment until 2017)
9. Chichester Harbour Conservancy (2 plus deputy)	Graeme Barrett (C) David Myers (C) NB Mr Myers is no longer a member <i>John Connor - Deputy</i>	Graeme Barrett (C) John Connor (C) Penny Plant (Deputy) (C) (3 year appointment 1 July 2014 to 30 June 2017)
10. South Downs National Park Authority (1)	Andrew Shaxson (I)	Mark Dunn(C) (appointment is for councillor's term of office, ie until May 2019)
11. West Sussex Pensions Panel (1)	Andrew Smith (LD) NB Mr Smith is no longer a member	No nomination (3 year appointment until 2017)

4. Background Papers

None.

5. Appendices

None.