

Chichester District Council

COUNCIL: ANNUAL MEETING

17 May 2016

Appointment to Committees

1. Contacts

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2. Recommendation

2.1. That the Council appoints members to serve on committees for 2016-2017, 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 party group leaders.

3. Background

3.1. The appendix attached sets out 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 2015-16 membership
- Any rules relating to membership
- The proposed changes to membership in 2016-17

3.2 The only change so far proposed by party group leaders is the appointment of Mr Graeme Barrett to replace Mr Graham Hicks as Vice-Chairman of the Corporate Governance and Audit Committee. Both remain members of that Committee.

4. Appendix

Appendix - Appointment to Committees

APPOINTMENT TO COMMITTEES**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 (13.13)	1 (0.935)	1 (0.935)

2015-16 Membership:

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

2016-17 membership: No change required.

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 (page 52 of Part 3 of the Constitution)

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
	9 (8.75)	0.5 (0.63)	1 (0.63)

2015-16 membership

Chairman:	Mrs Tricia Tull (C)	
Vice-Chairman:	Mr Graham Hicks (C)	
Mr Graeme Barrett (C)		Mrs Philippa Hardwick (C)

Mr Ian Curbishley (C)	Mr Francis Hobbs (C)
Mr Tom Dempster (C)	Mr Paul Jarvis (C)
Mrs Norma Graves (C)	Mr Steve Morley (IND)

2016-17 membership: Membership remains the same, with a change of Vice-Chairman

Chairman:	Mrs Tricia Tull (C)	
Vice-Chairman:	Mr Graeme Barrett (C)	
Mr Ian Curbishley (C)		Mr Graham Hicks (C)
Mr Tom Dempster (C)		Mr Francis Hobbs (C)
Mrs Norma Graves (C)		Mr Paul Jarvis (C)
Mrs Philippa Hardwick (C)		Mr 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 (15)

Constitution: 15 Members of the Council

Political Balance:	Conservative	Lib Dem	Independent Group
	13 (13.13)	1 (0.94)	1 (0.94)

2015-16 membership:

Chairman:	Mr Bob Hayes (C)	
Vice-Chairman:	Mrs Carol Purnell (C)	
Mr Graeme Barrett (C)		Mrs Jane Kilby (C)
Mr Myles Cullen (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)		

2016-17 membership: No change required.

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 (13.13)	1 (0.94)	1 (0.94)

2015-16 Membership:

Chairman:	Mr John Ridd (C)	
Vice-Chairman:	Mr Henry Potter (C)	
Mr Graeme Barrett (C)		Mr Len Macey (C)
Mr Roger Barrow (C)		Mr Gordon McAra (IND)
Mr Peter Budge (C)		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)	Mrs Sandra Westacott (LD)
Mrs Denise Knightley (C)	

2016-17 membership: No change required.

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 (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 (6.13)	0.5 (0.44)	0.5 (0.44)

2015-16 Membership:

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)		

2016-17 membership: No change required.

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.

Political Balance:

Conservative	Lib Dem	Independent Group
5 (4.38)	0 (0.31)	0 (0.31)

2015-16 membership:

Cabinet Member: Mr Bruce Finch (C)	Mr Paul Jarvis (C)
Mrs Carol Purnell (C)	Mr Josef Ransley (C)
Mr Andrew Shaxson (IND)	
Substitutes: Mr Mark Dunn (C) Mr Graham Hicks (C)	

2016-17 membership: No change required.

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.

Political Balance:

Conservative	Lib Dem	Independent Group
5 (4.38)	0 (0.31)	0 (0.31)

2015-16 membership:

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)	

2016-17 membership: No change required.