

ALLOCATION OF SEATS ON COMMITTEES

1 SUMMARY

- 1.1 The Council is invited to agree the allocation of seats to Committees following a by election for the vacant seat in Sweyne Park and Grange ward.

2 DISCUSSION

- 2.1 The Council has a statutory duty by virtue of the Local Government and Housing Act 1989 to ensure that appointments to Committees reflect the proportion of the total number of seats on the Council held by each political group, unless otherwise agreed.
- 2.2 Following a recent change in the political composition as a result of the by election held on 26 September 2019, the Assistant Director, Legal and Democratic has re-calculated the allocation of seats in accordance with the Act, which sets down the following criteria that must be followed when appointing Members to Committees:-
- (1) That not all the seats are held by Members of the same political group.
 - (2) That, if a political group has a majority of the membership of the Council, then that group has the majority of the seats.
 - (3) That, subject to principles (1) and (2) above, the total number of seats each political group has on all ordinary Committees is in proportion to that group's share of the total Council elected membership.
 - (4) That, subject to principles (1), (2) and (3) above, each political group has the same proportion of seats as it holds on the Council as a whole.
- 2.3 The current composition of the Council is as follows:-

Conservative	27
Green	3
Liberal Democrat	3
Rochford District Residents	3
Non Group Members	3

- 2.4 The proposed allocation of seats to Committees and the Council's one Sub-Committee, the Planning Policy Sub-Committee, is as indicated in appendix 1 to this report. For ease of reference, Appendix 2 sets out the allocation of seats agreed at Annual Council on 14 May 2019 and Appendix 3 sets out the current membership of Committees/Sub-Committees.

3 LICENSING & APPEALS COMMITTEE

- 3.1 The Licensing and Appeals Committee has recently been operating with five vacant seats. These were seats allocated to the Green (1), Liberal Democrat

(1) and Rochford District Residents (3) Groups at Annual Council on 14 May 2019. This has created practical difficulties for officers in organising hearings to determine licensing applications or appeals which can be required at short notice depending on the nature of the objection or reason for review, i.e public safety and safeguarding.

- 3.2 When there is a need to hold a licensing hearing, officers telephone Members of the Committee avoiding, where necessary, Members whose ward a licensed premises falls within. Officers look back at the last hearings held and do not contact Members who have participated in recent hearings, unless they are not able to make contact with sufficient other Members to form a Sub-Committee. Officers make every effort to contact in the first instance those Members who have not recently participated in a licensing hearing; however, if a Member does not answer the telephone or call officers back promptly, another Member is contacted.
- 3.3 The Green, Liberal Democrat and Rochford District Residents Groups have, since Annual Council, confirmed to officers that they do not wish to appoint to this particular Committee.~
- 3.4 Regulation 15 of the Local Government (Committees and Political Groups) Regulations 1990 states: 'Where a political group has failed to express its wishes in relation to the appointment to such a seat as is mentioned in regulation 14 within the period of three weeks beginning with the date on which notice was given under that regulation, the authority or committee may make such appointment to that seat as they think fit.'
- 3.5 Council can therefore decide to allocate any seats on the Licensing and Appeals Committee that remain unallocated three weeks after the date of this Council meeting to either Members of the Conservative Group or to Non Group Members. A meeting of the Licensing & Appeals Committee would be convened, if necessary, within three weeks of this Council meeting in order to appoint to any vacant seats on the Committee.

4 RESOURCE IMPLICATIONS

- 4.1 Provision has been made within the 2019/20 budget for the anticipated costs that arise from the Council's Committees.

5 RISK IMPLICATIONS

- 5.1 None arising.

6 LEGAL IMPLICATIONS

- 5.1 None other than those already set out in the report.

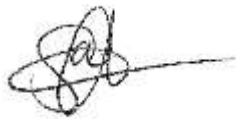
7 EQUALITY AND DIVERSITY IMPLICATIONS

- 6.1 An Equality Impact Assessment has been completed and found there to be no impacts (either positive or negative) on protected groups as defined under the Equality Act 2010.

8 RECOMMENDATION

- 8.1 It is proposed that Council **RESOLVES**

- (1) That Committees and a Sub-Committee be constituted as shown in appendix 1 to this report.
- (2) That Members be appointed to serve on Committees and a Sub-Committee for the remainder of the 2019/20 Municipal Year.



Angela Law

Assistant Director, Legal and Democratic

Background Papers:-

None.

For further information please contact Sonia Worthington on:-

Phone: 01702 318141

Email: Sonia.worthington@rochford.gov.uk

If you would like this report in large print, Braille or another language please contact 01702 318111.

COMMITTEE SEAT ALLOCATIONS 2019/20

Committee	No. of Seats	Conservative (69.2308%)	Green (7.6923%)	Liberal Democrat (7.6923%)	Rochford District Residents (7.6923%)	Non-Group Members (7.6923%)
Audit	11	8	1	1	1	0
Chief Officer Appointments	9	6	1	1	1	0
Development	13	9 *	1 *	1 *	1 *	0
Investment Board	13	9 *	1 *	1 *	1 *	0
Licensing & Appeals	15	10 +	1 +	1 +	1 +	0
Review	15	10 +	1 +	1 +	1 +	0
Standards	8	6	2**			
Total No. of Seats	84	58 *	6 *	6 *	6 *	0

Note: There are 6 additional seats that can be appointed to by all 4 Groups, as follows:

* Note: Conservative, Green, Liberal Democrat and Rochford District Resident Groups can each nominate to 1 additional seat on either Development Committee or Investment Board; **or**

+ Note: Conservative, Green, Liberal Democrat and Rochford District Resident Groups can each nominate to 1 of 2 available seats on Licensing & Appeals Committee or Review Committee.

** In addition, Green, Liberal Democrat and Rochford District Resident Groups can each nominate to 1 of 2 available seats on Standards Committee.

SUB-COMMITTEE SEAT ALLOCATIONS 2019/20

Sub-Committee	No. of Seats	Conservative (66.67%)	Green (7.69%)	Liberal Democrat (10.26%)	Rochford District Residents (7.69%)	Non-Group Members (7.69%)
Planning Policy Sub-Committee	6	4	2**			0
Total Number of Seats	6	4	2**			0

** Note: Green, Liberal Democrat and Rochford District Resident Groups can nominate to 1 of 2 available seats

COMMITTEE ALLOCATIONS – 2019/20

Committee	No. of Seats	Conservative (66.67%)	Green (7.69%)	Liberal Democrat (7.69%)	Rochford District Residents (10.26%)	Non-Group Members (7.69%)
Audit	11	8	1	1	1	0
Chief Officer Appointments	9	6	1	1	1	0
Development	13	9 *	1 *	1 *	1 *	0
Investment Board	13	9 *	1 *	1 *	1 *	0
Licensing & Appeals	15	10 *	1 *	1 *	2 *	0
Review	15	10 *	1 *	1 *	2 *	0
Standards	8	5	1	1	1	0
Total No. of Seats	84	58 *	8 *	8 *	10 *	

* Note: Conservative, Green, Liberal Democrat and Rochford District Resident Groups can each nominate to **1** additional seat on either Development Committee, Investment Board, Licensing & Appeals Committee or Review Committee.

SUB-COMMITTEE ALLOCATIONS – 2019/20

Sub-Committee	No. of Seats	Conservative (66.67%)	Green (7.69%)	Liberal Democrat (7.69%)	Rochford District Residents (10.26%)	Non-Group Members (7.69%)
Planning Policy Sub-Committee	6	4	1 *	1 *	1	0
Total Number of Seats	6	4	1 *	1 *	1	0

* Note: Green and Liberal Democrat Groups can each nominate to **1** seat on the Planning Policy Sub-Committee, but there is only one seat available to either the Green or Liberal Democrat Groups.

COMMITTEE	APPOINTEES
Audit (11)	Chairman: Cllr Mrs L A Butcher Vice-Chairman: Cllr D Merrick Cllr T G Cutmore Cllr A H Eves Cllr M Hoy Cllr M J Lucas-Gill Cllr R Milne Cllr J E Newport Cllr Mrs L Shaw Cllr P J Shaw Cllr D J Sperring
Chief Officer Appointments Committee (9)	Chairman: Cllr Mrs C E Roe Vice-Chairman: Cllr Mrs L Shaw Cllr Mrs T L Carter Cllr M Hoy Cllr D Merrick Cllr R Milne Cllr J E Newport Cllr I H Ward Cllr S E Wootton
Development Committee (13)	Chairman: Cllr S P Smith Vice-Chairman: Cllr Mrs L Shaw Cllr C C Cannell Cllr D S Efde Cllr A H Eves Cllr M J Lucas-Gill Cllr D Merrick Cllr P J Shaw Cllr C M Stanley Cllr Mrs C A Weston Cllr A L Williams Cllr S A Wilson Cllr S E Wootton

COMMITTEE	APPOINTEES
Investment Board (13)	Chairman: Cllr M J Steptoe Vice-Chairman: Cllr A L Williams Cllr D S Efde Cllr A H Eves Cllr Mrs J R Gooding Cllr G J Ioannou Cllr M J Lucas-Gill Cllr Mrs L Shaw Cllr D J Sperring Cllr C M Stanley Cllr I H Ward Cllr S A Wilson Cllr S E Wootton
Licensing & Appeals (15)	Chairman: Cllr Mrs C A Weston Vice-Chairman: Cllr Mrs J R Gooding Cllr D S Efde Cllr B T Hazlewood Cllr M J Lucas-Gill Cllr Mrs J E McPherson Cllr D Merrick Cllr Mrs L Shaw Cllr P J Shaw Cllr A L Williams Five vacancies
Review (15)	Chairman: Cllr J C Burton Vice-Chairman: Cllr D J Sperring Cllr C C Cannell Cllr Mrs T L Carter Cllr T G Cutmore Cllr Mrs J R Gooding Cllr B T Hazlewood Cllr Mrs D Hoy Cllr M Hoy Cllr Mrs J E McPherson Cllr Mrs C M Mason Cllr R Milne Cllr Mrs C A Pavelin Cllr Mrs L Shaw Cllr P J Shaw

COMMITTEE	APPOINTEES
Standards (8)	Chairman: Cllr Mrs J E McPherson Vice-Chairman: Cllr Mrs J R Lumley Cllr Mrs L A Butcher Cllr Mrs J R Gooding Cllr Mrs D Hoy Cllr M J Lucas-Gill Cllr Mrs C M Mason Cllr C M Stanley

SUB-COMMITTEE	APPOINTEES
Planning Policy Sub-Committee (6)	Chairman: Cllr D J Sperring Cllr M Hoy Cllr Mrs J R Lumley Cllr Mrs C M Mason Cllr Mrs C A Weston Cllr S E Wootton