

# Council

## Annual Council Business Report

15 May 2013

### Report of Chief Executive

#### PURPOSE OF REPORT

To note the results of the 2 May 2013 district by-election, the constitution of Political Groups, the appointment of the Deputy Leader and Executive for the Municipal Year 2013/14 and to gain agreement to the suggested constitution of Committees for the Municipal year 2013/2014.

This report is public
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#### Recommendations

\*\* The recommendations are also included in the relevant section of the report \*\*

Council is recommended to:

- (1) Note the result of the District By-Election held on 2 May 2013.
- (2) Note the constitution of Political Groups and notification of Group Leaders.
- (3) Note the appointment of Deputy Leader of the Council, the membership of the Executive and the Executive Portfolios for 2013/14.
- (4) Agree the allocation of seats on committees that are subject to the political balance requirements as set out in Table 1.
- (5) Agree the allocation of seats on committees not subject to political balance requirements as set out in Table 2.
- (6) Appoint members (and where appropriate, substitute members) to serve on each of the committees and other bodies set out in Tables 1 and 2 in accordance with the nominations to be made by political groups (Appendix 2 - to follow).
- (7) Appoint a representative to the County Council Health Overview and Scrutiny Committee.
- (8) Appoint a representative to the Police and Crime Commissioner Scrutiny Panel.

**a) District Election Results**

A by-election in the Hook Norton ward was held on 2 May 2013:

Hook Norton – Councillor Ray Jelf

**Recommendation**

- (1) To note the result of the District by-election held on 2 May 2013.

**b) Constitution of Political Groups**

The Chief Executive will report on the notifications of the constitution of Political Groups received prior to the meeting and on the notifications from the Political Groups of the names of their Leaders for 2013/14.

**Recommendation**

- (2) To note the constitution of Political Groups and notification of Group Leaders.

**c) Deputy Leader of the Council and Executive 2013/14**

The Chief Executive will report on:

- Any change in the political control of the Council.

Appendix 1 comprising the report of the Leader of the Council on Executive Portfolios for the Municipal Year 2013/14 is to follow and will be tabled at the meeting.

**Recommendation**

- (3) To note the appointment of Deputy Leader of the Council, the membership of the Executive and the Executive Portfolios for 2013/14.

**d) Committee Appointments 2013/14**

**Table 1: Allocation of Seats of Proportional Committees**

The current constitution of the Council is 42 (82%) Conservative, 5 (10%) Labour 3 (6%) Liberal Democrat and 1 (2%) Independent.

Please note under the political balance regulations in the Local Government and Housing Act 1989, allocations are made to political groups, any member not in a

political group is consequently not automatically entitled to seats on committees. Therefore in below all group percentage allocations have been rounded up.

The figures below marked by an asterisk take account of this adjustment.

	<b>TOTAL</b>	<b>CON</b>	<b>LAB</b>	<b>LD</b>
Overview & Scrutiny	<b>12</b>	<b>10</b>	<b>1</b>	<b>1</b>
Budget Planning Committee	<b>12</b>	<b>10</b>	<b>1</b>	<b>1</b>
Planning Committee	<b>18</b>	<b>15</b>	<b>2</b>	<b>1</b>
Personnel Committee	<b>12</b>	<b>10</b>	<b>1</b>	<b>1</b>
Licensing Committee	<b>12</b>	<b>10</b>	<b>1</b>	<b>1</b>
Appeals Panel	<b>10</b>	<b>8</b>	<b>1</b>	<b>1</b>
Accounts, Audit & Risk Committee	<b>8</b>	<b>7</b>	<b>1</b>	<b>0</b>
Joint Personnel Committee	<b>5</b>	<b>4</b>	<b>1</b>	<b>0</b>
Joint Appeals Panel	<b>3</b>	<b>2</b>	<b>1</b>	<b>0</b>
Standards Committee	<b>8</b>	<b>7</b>	<b>1</b>	<b>0</b>
<b>Proportional Total by Committee</b>	<b>100</b>	<b>83</b>	<b>11</b>	<b>6</b>
<b>Aggregate Entitlement</b>	<b>100</b>	<b>82*</b>	<b>10*</b>	<b>6*</b>
<b>Adjustment Required</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**Table 2: Allocation of Seats of Non-Proportional Committees**

	<b>TOTAL</b>	<b>CON</b>	<b>LAB</b>	<b>LD</b>
Council and Employee Joint	<b>12</b>	<b>10</b>	<b>1</b>	<b>1</b>
Joint Arrangements Steering Group	<b>5</b>	<b>4</b>	<b>1</b>	<b>0</b>

## **Notes:**

**Overview and Scrutiny Committee** must not include any members of the Executive.

**Personnel Committee** must include at least one member of the Executive and may not include members of the Appeals Panel

**Appeals Panel** members may not serve as members or substitute members of the Personnel Committee.

**Council and Employee Joint Committee** has a fixed membership, comprising the number indicated in the total column.

**Joint Personnel Committee** may not serve as members or substitute members of the Joint Appeals Committee

**Joint Appeals Committee** members may not serve as members or substitute members of the Joint Personnel Committee.

## **Recommendations**

- (4) That the allocation of seats on committees that are subject to the political balance requirements be agreed as set out in Table 1.
- (5) That the allocation of seats on committees not subject to political balance requirements be agreed as set out in Table 2.
- (6) To appoint members (and where appropriate, substitute members) to serve on each of the committees and other bodies set out in Tables 1 and 2 in accordance with the nominations to be made by political groups (to follow).

### **e) Appointment of Representatives**

Council is asked to appoint representatives to the County Council Health Overview and Scrutiny Committee and to the Police and Crime Commissioner Scrutiny Panel.

The 2012/13 representatives on the County Council Health Overview and Scrutiny Committee was Councillor Rose Stratford and on Police and Crime Commissioner Scrutiny Panel

### **Recommendation**

- (7) To appoint a representative to the County Council Health Overview and Scrutiny Committee.
- (8) To appoint a representative to the Police and Crime Commissioner Scrutiny Panel.

## **Key Issues for Consideration/Reasons for Decision and Options**

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The following options have been identified. The approach in the recommendations is believed to be the best way forward

**Option One**                      To agree the recommendations

**Option Two**                      To amend and agree the revised recommendations

## **Consultations**

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**Political Groups**                The responses of political groups will be tabled at the meeting.

## **Implications**

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**Financial:**                        There are no financial implications arising from the report.

Comments checked by Karen Curtin, Head of Finance and Procurement, 0300 003 0106

**Legal:**                              It is a legal requirement for Council to agree proportionality after an election and appoint committees. It is for the Council Leader to appoint the Deputy Leader and the other Executive members, and to allocate Lead Member responsibilities.

Comments checked by Kevin Lane, Head of Law and Governance, 0300 003 0107

**Risk Management:**            In ensuring the legal requirements are met risk to the authority is mitigated.

Comments checked by Claire Taylor, Corporate Performance Manager 0300 003 0112

## **Wards Affected**

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All

## **Document Information**

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<b>Appendix No</b>	<b>Title</b>
Appendix 1	Executive Portfolios 2013/14 – to follow
Appendix 2	Committee Membership – to follow
<b>Background Papers</b>	
None	

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