

**CHAIRMEN ETC. NOMINATIONS
AND
COMMITTEE ETC. SELECTION
2014/2015**

BRIEFING NOTE

(13TH MAY 2014)

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Head of Democratic Services

BRIEFING NOTE

This Briefing Note contains details of the political groupings, Committee etc. allocations and the nominations for the various Chairmen etc. positions.

Further nominations can be made up until, and/or at, the relevant Meeting.

Political Groupings Etc.

- (1) Following the recent change whereby Councillor Hancock joined the Conservative Group, the current Political Groupings within the Council (in accordance with the 'Widdicombe' Rules) are as follows:-

Conservative

Councillors

- Mark F Annett
- Julian Beale
- Clive Bennett
- JGK Birch
- DC Broad
- John Burgess
- Sandra Carter
- DE Collier
- Mrs. VB Crosbie Dawson
- BS Dare
- RW Dutton
- David Fowles
- BD Gibbs
- C Hancock
- Mrs. DE Hicks
- Sir Edward Horsfall
- RL Hughes
- Mrs. Sheila Jeffery
- Mrs. SL Jepson
- Mrs. Carolyn Nicolle
- Jim Parsons
- NJW Parsons
- David Penman
- Mrs. M Phillips
- Lynden Stowe
- R Theodoulou
- Mrs. CH Topple
- LR Wilkins

Total: 28

Liberal Democrat

Councillors

PCB Coleman
JA Harris
Mrs. JL Hincks
PR Hodgkinson
EGJ Jenkins
Ms JM Layton
AJ Lichnowski
DJ Nash
Mrs. MS Rickman
Lee Searles
GM Selwyn

Total: 11

Non-Aligned Members

Councillors

Sue Coakley
SG Hirst
JP Hughes
RP Hooper
M Wardle

Total: 5

Chairman and Vice-Chairman of the Council

(2) The nominations received in respect of these positions (Annual Council Meeting, Agenda Items (3) and (4)) are attached - **page 6**.

Strong Leader and Cabinet Governance Arrangements

(3) The Council operates the Strong Leader and Cabinet form of governance. The Cabinet comprises the Leader of the Council, together with up to nine other Members to be appointed by the Leader (one of whom shall be appointed as Deputy Leader). The Leader is elected by the Council, for a four-year term.

(4) At the Annual Council Meeting on 17th May 2011, Councillor Lynden Stowe was elected Leader of the Council, to serve for the four-year term of the Council (see Annual Council Meeting Agenda Item (7)).

(5) The Leader's appointments to the Cabinet are attached - **pages 7-9** (Annual Council Meeting Agenda Item (8) refers). Such appointments are purely for information/noting.

Committee Memberships (Annual Council Meeting Agenda Item (9))

(6) With the exception of the Cabinet, the Regulations in respect of political proportionality on Committees will apply (the 'Widdicombe Rules'). Any Councillor who is not a member of a Political Group will be entitled to serve on one Committee.

(7) Based on the number of Members across each group, and the five non-aligned Members, the following allocation of seats is suggested across those Committees that are subject to the 'Widdicombe Rules':-

| | Conservative (28) | Liberal Democrat (11) | Non-Aligned (5) | Total |
|--------------------|----------------------|--------------------------|--------------------|-----------|
| Planning | 9 | 4 | 2 | 15 |
| Licensing | 10 | 4 | 1 | 15 |
| Audit and Scrutiny | 8 | 3 | 2 | 13 |
| Total Seats | 27 | 11 | 5 | 43 |

(8) It is for the political groups to make their own decisions regarding the allocation of Committee places to their members (within the overall allocation of seats); and the allocations made are attached - **pages 10-12**.

(9) The places to be allocated across the non-aligned Members have yet to be determined amongst those Members. The allocations made will be reported orally at the Meeting.

(10) A Member of the Cabinet is not able also to serve on the Audit and Scrutiny Committee.

(11) Notwithstanding (11) above, a Member of the Cabinet is able to serve on the Planning Committee and/or the Licensing Committee.

(12) The Chairman of the Council is not able to serve on either the Cabinet or the Audit and Scrutiny Committee. The Vice-Chairman of the Council is not able to serve on the Cabinet.

(13) Notwithstanding (13) above, the Chairman and Vice-Chairman of the Council are able to serve on the Planning Committee and/or the Licensing Committee. However, the Chairman of the Council cannot serve on any Committee of which the Vice-Chairman of the Council is a Member; and vice versa.

Chairmen Etc. Nominations and Chairmanship Etc. Restrictions

(14) The Chairman of the Council, by virtue of office, is not eligible to hold office as a Chairman of a Committee during his/her term.

(15) No Member of the Cabinet is entitled to hold the office of the Chairman or Vice-Chairman of a Committee.

(16) No Member of the Council is entitled to hold the office of the Chairman of more than one Committee at any time.

(17) No Member of the Council is entitled to hold the office of the Chairman of the Council or the Chairman of any Committee for a continuous period of more than three years. Nor is he/she eligible to be a Chairman or Vice-Chairman of any Committee within one year of ceasing to hold office as Chairman of any Committee.

(18) There is no longer a requirement for a nominee for election/appointment as a Chairman or Vice-Chairman (of either the Council or of a Committee) or as Leader of the Council, to be present at the Meeting at which the election/appointment is to take place.

(19) The previous requirement for a secret ballot to be held in respect of voting on Member appointments has been dispensed with (Council Meeting, 1st May 2012).

(20) With the exception of the Planning Committee, all Committee Vice-Chairmen positions have been dispensed with (Council Meeting, 14th May 2013).

(21) The nominations made in respect of the various Committee Chairmen and Vice-Chairmen positions are attached - **pages 13-15** (to be dealt with by each Committee in turn at the close of the Annual Council Meeting).

(END)

ANNUAL COUNCIL MEETING - 13TH MAY 2014

Agenda Items (3) and (4)

Election/Appointment of Chairman/Vice-Chairman of the Council

Council Year 2014/15

The following nominations have been received:-

(i) Chairman of the Council

Nominee

Clive Bennett

Proposer

Sir Edward Horsfall

Seconder

Sue Jepson

(ii) Vice-Chairman of the Council

Nominee

Mark Annett

Proposer

Robert Dutton

Seconder

Clive Bennett

ANNUAL COUNCIL MEETING - 13TH MAY 2014

Agenda Item (8)

Appointment of Cabinet - Council Year 2014/15

The Leader of the Council, Councillor Lynden Stowe, has made the following Cabinet appointments:-

| Councillor | Portfolio Area |
|-----------------------------|------------------------------|
| Lynden Stowe (Leader) | - |
| NJW Parsons (Deputy Leader) | Forward Planning |
| John Burgess | Leisure and Support Services |
| David Fowles | Environment |
| C Hancock | Enterprise and Partnerships |
| Mrs. SL Jepson | Planning and Housing |
| Mrs. CH Topple | Health and Communities |

Total Members: 7

Note:

Details of the responsibilities within each portfolio area are set out in the attached table.

CABINET MEMBER RESPONSIBILITIES 2014/2015

| | | | | | | |
|----------------------------|--|----------------------------------|---|--|---|---|
| Lynden Stowe | Nick Parsons | David Fowles | Carole Topple | Chris Hancock | Sue Jepson | John Burgess |
| Leader | Deputy Leader and Forward Planning | Cabinet Member for Environment | Cabinet Member for Health and Communities | Cabinet Member for Enterprise and Partnerships | Cabinet Member for Planning and Housing | Cabinet Member for Leisure and Support Services |
| Financial Strategy | Forward Planning | Waste and Recycling | Public Health and Wellbeing | Local Enterprise Partnership (LEP) and Countywide Partnerships | Housing Strategy and Allocations | Leisure, Arts, Museum and VIC |
| Grants | Local Plan and Community Infrastructure Levy (CIL) | Drainage and Flood Resilience | Homelessness, Housing Agency and Partnerships | Licensing | Development Control | Promoting Sport |
| Press and Communications | Community Engagement | Stow Fair | Private Sector Housing | Promoting Enterprise and Tourism | Heritage/Conservation | Democratic Services |
| Revenues and Benefits | Property/Asset Management | Grounds Maintenance (Cemeteries) | Public Protection and Pest Control | Car Parks and Parking Strategy | Building Control | Human Resources |
| Front of House Area Centre | | Abandoned Vehicles | Food Safety | Contract Management (Enforcement) | Street Naming and Numbering | ICT/E-Government and GO Shared Services |
| | | | Emergency Planning | Public Conveniences | | |
| | | | Crime and Disorder and Community Safety | | | |
| | | | Burial Fees | | | |

Strategic Relationships

| | |
|--|----------------------|
| Cotswold Conservation Board | Nick Parsons |
| Cotswold Water Park | Nick Parsons |
| Cotswold Community Safety Partnership | Carole Topple |
| Gloucestershire Leadership Board | Carole Topple |
| Gloucestershire First | Barry Gibbs |
| Gloucestershire Waste Partnership | David Fowles |
| Go Partnership | John Burgess |
| Town & Parish Councils – north of A40 | Lynden Stowe |
| Town & Parish Councils – south of A40 | Nick Parsons |
| Ubico | Lynden Stowe |
| West Oxfordshire District Council | Lynden Stowe |

ANNUAL COUNCIL MEETING - 13TH MAY 2014

Agenda Item (9)

Appointment of Committees - Council Year 2014/15

PLANNING COMMITTEE

| | |
|---|------------------------|
| Conservative Group Representation (9): | JGK Birch |
| | DC Broad |
| | Mrs. VB Crosbie Dawson |
| | RW Dutton |
| | BD Gibbs |
| | RL Hughes |
| | Mrs. SL Jepson |
| | Mrs. Carolyn Nicolle |
| | Mrs. M Phillips |
| Liberal Democrat Group Representation (4): | JA Harris |
| | Ms JM Layton |
| | AJ Lichnowski |
| | Mrs. MS Rickman |
| Non-Aligned Member Representation (2): | To be advised |

Total Members: 15

LICENSING COMMITTEE

Conservative Group Representation (10): Mark F Annett
MJ Beale
DC Broad
Sandra Carter
Mrs. VB Crosbie Dawson
RW Dutton
Mrs. DE Hicks
Sir Edward Horsfall
Mrs. Carolyn Nicolle
David Penman

Liberal Democrat Group Representation (4): JA Harris
Ms JM Layton
AJ Lichnowski
Mrs. MS Rickman

Non-Aligned Member Representation (1): To be advised

Total Members: 15

AUDIT AND SCRUTINY COMMITTEE

Conservative Group Representation (8):

MJ Beale

DE Collier

BS Dare

Mrs. Sheila Jeffery

Jim Parsons

David Penman

R Theodoulou

LR Wilkins

Liberal Democrat Group Representation (3):

PCB Coleman

PR Hodgkinson

DJ Nash

Non-Aligned Member Representation (2):

To be advised

Total Members: 13

PLANNING COMMITTEE MEETING - 13TH MAY 2014

Agenda Items (3) and (4)

Election/Appointment of Chairman/Vice-Chairman of the Planning Committee

Council Year 2014/15

The following nominations have been received to date:-

(i) **Chairman of the Committee**

| <u>Nominee</u> | <u>Proposer</u> | <u>Secunder</u> |
|----------------|-----------------|-----------------|
| RL Hughes | JGK Birch | Sue Jepson |

(ii) **Vice-Chairman of the Committee**

| <u>Nominee</u> | <u>Proposer</u> | <u>Secunder</u> |
|----------------|-----------------|-----------------|
| DC Broad | RL Hughes | RW Dutton |

LICENSING COMMITTEE MEETING - 13TH MAY 2014

Agenda Items (3) and (4)

Election/Appointment of Chairman/Vice-Chairman of the Licensing Committee
Council Year 2014/15

The following nominations have been received to date:-

(i) Chairman of the Committee

| <u>Nominee</u> | <u>Proposer</u> | <u>Seconder</u> |
|----------------|-----------------|-----------------|
| MJ Beale | Mark Annett | DC Broad |

(ii) Vice-Chairman of the Committee

At the Ordinary Council Meeting which preceded the Annual Council Meeting on 14th May 2013, a Proposal to dispense with a Vice-Chairman for the Licensing Committee, following the success of the trial arrangement in the 2012/13 Municipal Year, was CARRIED.

AUDIT AND SCRUTINY COMMITTEE MEETING - 13TH MAY 2014

Agenda Items (3) and (4)

Election/Appointment of Chairman/Vice-Chairman of the Audit and Scrutiny Committee
Council Year 2014/15

The following nominations have been received to date:-

(i) Chairman of the Committee

| <u>Nominee</u> | <u>Proposer</u> | <u>Seconder</u> |
|----------------|-----------------|-----------------|
| Jim Parsons | R Theodoulou | BS Dare |

(ii) Vice-Chairman of the Committee

At the Ordinary Council Meeting which preceded the Annual Council Meeting on 14th May 2013, a Proposal to not appoint a Vice-Chairman for the Audit and Scrutiny Committee, following the success of a similar trial arrangement in respect of the Licensing Committee for the 2012/13 Municipal Year, was CARRIED.

(END)