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BABERGH COUNCIL	
DATE:	WEDNESDAY, 22 MAY 2019 5.30 PM
VENUE:	KING EDMUND CHAMBER - ENDEAVOUR HOUSE, 8 RUSSELL ROAD, IPSWICH

For consideration at the meeting on Wednesday, 22 MAY 2019, the following additional or updated papers that were unavailable when the Agenda was printed.

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The Assistant Director – Law and Governance to report that, in accordance with the joint arrangements established with Mid Suffolk District Council and Suffolk County Council, Council is asked to appoint three Councillors to serve on the Board for the current municipal year.

The political balance rules do not apply to Babergh's appointees who cannot be:

- The Chairman of the Council
- Members of the Cabinet

14	APPOINTMENTS TO THE JOINT GYPSY AND TRAVELLER STEERING GROUP	19 - 20
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Council is asked to appoint four Councillors to the Joint Gypsy and Traveller Steering Group.

15	APPOINTMENTS TO COUNCIL WORKING GROUPS - TO FOLLOW	21 - 22
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Agenda Item 9

BABERGH DISTRICT COUNCIL

TO: ANNUAL COUNCIL	REPORT NUMBER: BC/19/3
FROM: Monitoring Officer	DATE OF MEETING: 22 May 2019

POLITICAL BALANCE AND COMPOSITION OF COMMITTEES

1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to comply with the provisions of the Local Government and Housing Act 1989 which require a Local Authority to review the allocation of seats to Political Groups at every annual meeting of the Council or as soon as practicable after that meeting. The report also seeks the Council's approval of the composition of Committees which must be agreed each year at the Annual Council meeting.

2. RECOMMENDATIONS

- 2.1 That the Committees' size and numerical allocation of seats be approved as detailed in Appendix A to this report
- 2.2 That Committee members be appointed as set out in Appendix B to this report.

3. KEY INFORMATION

Political Composition and Appointments to Committees

- 3.1 Under the provisions of the Local Government and Housing Act 1989 where a local authority is grouped for Committee composition purposes, the Authority is required to make arrangements to ensure that its Committees share the same political balance as the full Council.
- 3.2 The Local Government (Committees and Political Groups) Regulations 1990 allow ungrouped members to receive Committee seats if any are left over once allocations have been made to the political groups in proportion to their membership of the authority. The political groups of Babergh make up 100% of the Council and therefore all of the politically balanced Committee seats go to political groups.
- The current Committee structure has 35 available seats which go to political groups.
- 3.3 Separate items on the composition of the Suffolk Joint Standards Board and the Shared Revenues Partnership Committee appear elsewhere on the agenda.
- 3.4 The first step, therefore, is for the Council to approve the numerical allocation of Committee seats, and the calculation in accordance with the provisions of the Local Government and Housing Act 1989 is shown in Appendix A to this report. The calculation provides for 35 Committee seats to the various groups as follows:-

- Conservative 16 seats
- Independent 9 seats
- Green Party 5 seats
- Liberal Democrats 3 seats
- Labour 2 seats

4. LINKS TO JOINT STRATEGIC PLAN

4.1 Good governance and democratic, sound and transparent decision-making support the delivery of the Joint Strategic Plan.

5. FINANCIAL IMPLICATIONS

5.1 There are no financial implications arising from this report.

6. LEGAL IMPLICATIONS

6.1 The approval of the recommendations will ensure compliance with the Local Government and Housing Act 1989 and the Local Government (Committees and Political Groups) Regulations 1990.

7. RISK MANAGEMENT

7.1 Key risks are set out below:

Risk Description	Likelihood	Impact	Mitigation Measures
Sufficient members are not appointed and the Committee is inquorate and unable to take decisions	1 – Highly unlikely	3 - Bad	Early discussions with Group Leaders regarding Committee placements

8. CONSULTATIONS

8.1 The Group Leaders have been consulted on the relevant aspects of this report.

9. EQUALITY ANALYSIS

9.1 An Equality Impact Assessment is not required as none of the protected characteristics will be affected by the recommendations within this report.

10. ENVIRONMENTAL IMPLICATIONS

10.1 There are no environmental implications associated with this report.

11. APPENDICES

Title	Location
A. Numerical allocation of Committee places	Attached
B. Appointments to Committees	Attached

12. BACKGROUND DOCUMENTS

12.1 None

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Babergh District Council – Alternative Allocation of Committee Placements 2019-20 (35 positions)

COMMITTEES	NO. OF SEATS	CONSERVATIVE (15 MEMBERS)		INDEPENDENT (8 MEMBERS)		GREEN PARTY (4 MEMBERS)		LIBERAL DEMOCRATS (3 MEMBERS)		LABOUR (2 MEMBERS)	
OVERVIEW & SCRUTINY	6	2.81	3	1.5	2	0.75	1	0.56	0	0.38	0
JOINT AUDIT AND STANDARDS	5	2.34	2	1.25	1	0.625	1	0.47	1	0.31	0
PLANNING	11	5.15	5	2.75	3	1.38	1	1.03	1	0.69	1
LICENSING & REGULATORY	10	4.69	5	2.5	2	1.25	1	0.94	1	0.63	1
JOINT APPOINTMENTS	3	1.41	1	0.75	1	0.38	1	0.28	0	0.19	0
TOTAL TARGET	35	16.40	16	8.75	9	4.38	5	3.28	3	2.19	2

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BDC COMPOSITION OF COMMITTEES

BDC OVERVIEW AND SCRUTINY COMMITTEE

Sue Ayres	Alastair McCraw
Jane Gould	Mary McLaren
Kathryn Grandon	Adrian Osborne

JOINT AUDIT AND STANDARDS COMMITTEE

Honor Grainger-Howard	Alastair McCraw
Bryn Hurren	Mary McLaren
Robert Lindsay	

PLANNING COMMITTEE

Sue Ayres	Zac Norman
Melanie Barrett	Adrian Osborne
Peter Beer	Alison Owen
Dave Busby	Lee Parker
John Hinton	Stephen Plumb
Leigh Jamieson	

LICENSING AND REGULATORY COMMITTEE

Peter Beer	Jane Gould
Sue Carpendale	Michael Holt
Trevor Cresswell	Mark Newman
Sian Dawson	John Nunn
Mick Fraser	Stephen Plumb

JOINT APPOINTMENTS COMMITTEE

Clive Arthey
Robert Lindsay
John Ward

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Agenda Item 11

BABERGH DISTRICT COUNCIL

TO: Annual Council	REPORT NUMBER: BC/19/4
FROM: Leader of the Council	DATE OF MEETING: 22 May 2019

APPOINTMENTS TO OUTSIDE BODIES FOR 2019/2020

1. Purpose of Report

- 1.1 To consider appointments to Outside Bodies for 2019/2020 as outlined in Appendix A.

2. Recommendation

- 2.1 That Councillors be appointed to the Outside Bodies detailed in Appendix A.

3. Financial Implications

- 3.1 Councillors appointed to Outside Bodies are able to claim expenses in accordance with the Council's Members Allowance Scheme.

4. Legal Implications

- 4.1 Appointments to Outside Bodies may be made under the general power in Section 2 of the Local Government Act 2000 - to do anything which is likely to promote the economic, social or environmental wellbeing of the area, unless specifically prohibited.

5. Risk Management

- 5.1 This report is most closely linked with the Council's Corporate/Significant Business Risk No. 1 (Political and Managerial Leadership). Key risks are set out below:

Risk Description	Likelihood	Impact	Mitigation Measures
Members not appointed and therefore not able to represent the Council's strategic priorities on Outside Bodies	Unlikely (2)	Bad (3)	Members appointed to Outside Bodies to provide an Annual Report to the relevant Committee and to discuss key issues with their Group Leader on a regular basis.

6. Consultations

6.1 Consultations have been undertaken with all political groups.

7. Equality Analysis

7.1 The Outside Bodies represent the diverse range of communities across the District. This will be continuously reviewed by officers to ensure that the range of Bodies continues to be diverse and inclusive of our communities.

8. Shared Service / Partnership Implications

8.1 To support synergy between the two Councils, opportunities for joint appointments were explored when appointments were reviewed in 2015, and the joint appointments which were identified have been continued, with the exception of the Suffolk Health and Wellbeing Board.

8.2 The Board's composition now allows for each District to have its own representative (and substitute).

9. Implications for the Joint Strategic Plan

The annual review process which was agreed by the Council enables it to review the appropriateness of the appointments in the context of the Council's Strategic Outcomes.

10. Key Information

10.1 The Leader of the Council has put forward nominations for the Bodies listed in Appendix A, which are those to which appointments were made in 2018.

Review process

10.2 A regular review of the list of Outside Bodies will help to ensure relevance and appropriateness of membership by applying basic criteria such as the following:

- The appointment is necessary to fulfil one of the Council's statutory functions
- The appointment is necessary to protect the Council's investment and assets
- There was not a significant cost and resource implication for the Council when measured against any accrued benefit.
- The balance or risk of any detrimental impact on the Council if it were not represented.
- The appointment raises the profile of the Council at a national or regional level.
- The appointment furthers the Council's strategic priorities.
- The Council works in partnership with a number of the Outside Bodies in a variety of ways, some more directly than others because of the existence of service level agreements or by holding corporate positions on organisations because of legal agreements.

11. Appendices

Title	Location
A Appointment of Representatives on Outside Bodies/Partnerships 2019/20	Attached

12. Background Papers

None.

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**BABERGH DISTRICT COUNCIL
APPOINTMENTS OF REPRESENTATIVES ON OUTSIDE BODIES/PARTNERSHIPS**

NAME OF BODY OR PANEL	NUMBER OF REPRESENTATIVES TO BE APPOINTED	NAME OF MEMBER NOMINATED
ASSOCIATION FOR SUFFOLK MUSEUMS 3 x per annum weekday a.m. at Suffolk museums	1 Management Committee Member	John Nunn
BABERGH DOMESTIC VIOLENCE AND ABUSE FORUM 3 x per annum	1	Honor Grainger-Howard
EAST OF ENGLAND ASSEMBLY OF LEADERS	1 (Leader)	The Leader
GAINSBOROUGH'S HOUSE SOCIETY Gainsborough's House	1	Jan Osborne
GREENWAYS COUNTRYSIDE PROJECT JAC	2	Dave Busby TBC
HAVEN GATEWAY PARTNERSHIP 5 x per annum daytime various/locations	1 (+ 1 substitute)	Michael Holt (John Ward)
IPSWICH AND DISTRICT CITIZENS ADVICE BUREAU	1	Bryn Hurren
IPSWICH STRATEGIC PLANNING AREA BOARD 4 x per annum p.m. in Ipswich	1 (+ 1 substitute)	Lee Parker (TBC)
JOINT ADVISORY COMMITTEE AND PARTNERSHIP TO DEDHAM VALE (AONB) JOINT ADVISORY COMMITTEE AND PARTNERSHIP TO SUFFOLK COAST AND HEATH The JAC meets x 3 per annum The Partnership meets x 2 per annum	2 2	John Nunn Derek Davis

**BABERGH DISTRICT COUNCIL
APPOINTMENTS OF REPRESENTATIVES ON OUTSIDE BODIES/PARTNERSHIPS**

JOINT WASTE MANAGEMENT BOARD	1 (+ 1 substitute)	Liz Malvisi (TBC)
LOCAL GOVERNMENT ASSOCIATION – SPARSE	1	TBC
LOCAL GOVERNMENT ASSOCIATION ASSEMBLY Annual meeting 3 x per annum daytime LGA London and at Rural Conference Venues, 11.30 a.m. – 3 p.m.	1 Leader	The Leader
PIN MILL BAY MANAGEMENT COMMUNITY INTEREST COMPANY	1	Bryn Hurren
SOUTH SUFFOLK LEISURE TRUST BOARD Until June 2019	2	TBC
SUDBURY AND DISTRICT CITIZENS ADVICE BUREAU Belle Vue Sudbury	1	Adrian Osborne
SUFFOLK COASTAL FORUM	1 Management Committee member	Derek Davis
SUFFOLK FLOOD RISK MANAGEMENT SCRUTINY SUB-COMMITTEE 2 x per annum various locations	1 (+ 1 substitute)	TBC
SUFFOLK HEALTH AND WELLBEING BOARD 6 x per annum at Ipswich or Bury St Edmund a.m. and pm	1 (+ 1 substitute) Full voting rights Note: Rep. cannot also be a rep on the Health Scrutiny Board	Honor Grainger-Howard (TBC)

**BABERGH DISTRICT COUNCIL
APPOINTMENTS OF REPRESENTATIVES ON OUTSIDE BODIES/PARTNERSHIPS**

SUFFOLK HEALTH SCRUTINY COMMITTEE	1 (+ 1 substitute) Note: Rep cannot also be a rep on the Health and Wellbeing Board	Mary McLaren (Sue Ayres)
SUFFOLK JOINT EMERGENCY PLANNING POLICY PANEL	1 (+1 substitute)	Sue Ayres (Sue Carpendale)
SUFFOLK POLICE AND CRIME PANEL 2x per annum, Endeavour House	1 <i>Places are allocated by SCC County-wide on a political basis. BDC currently has to appoint an Independent.</i>	John Hinton
SUFFOLK RAIL POLICY GROUP	1	Alastair McCraw
SUFFOLK VIOLENCE AND ABUSE PARTNERSHIP	1	Honor Grainger-Howard
SUFFOLK WASTE PARTNERSHIP (SWP) 4 x per annum a.m.	1	Clive Arthey
THE QUAY THEATRE SUDBURY BOARD OF TRUSTEES OBSERVER	1	Stephen Plumb
WESTERN SUFFOLK COMMUNITY SAFETY PARTNERSHIP 4 x per annum a.m. various locations on a rotational basis	2 Voting rights	Mary McLaren TBC

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Agenda Item 13

AGENDA ITEM 12 – APPOINTMENTS TO THE SHARED REVENUES PARTNERSHIP

TBC	
TBC	

AGENDA ITEM 13 – APPOINTMENTS TO THE SUFFOLK JOINT STANDARDS BOARD

Bryn Hurren	Alastair McCraw
Adrian Osborne	

AGENDA ITEM 14 – APPOINTMENTS TO THE JOINT GYPSY AND TRAVELLER STEERING GROUP

Sue Ayres	TBC
Lee Parker	TBC

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Agenda Item 14

AGENDA ITEM 12 – APPOINTMENTS TO THE SHARED REVENUES PARTNERSHIP

TBC	
TBC	

AGENDA ITEM 13 – APPOINTMENTS TO THE SUFFOLK JOINT STANDARDS BOARD

Bryn Hurren	Alastair McCraw
Adrian Osborne	

AGENDA ITEM 14 – APPOINTMENTS TO THE JOINT GYPSY AND TRAVELLER STEERING GROUP

Sue Ayres	TBC
Lee Parker	TBC

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Agenda Item 15

AGENDA ITEM 15 – APPOINTMENTS TO COUNCIL WORKING GROUPS

MEMBER LEARNING & DEVELOPMENT

Sue Carpendale	Adrian Osborne
Derek Davis	

JOINT LOCAL PLAN

Clive Arthey	Sue Carpendale (sub Dave Busby)
Peter Beer	Robert Lindsay

CONSTITUTION (PLANNING CHARTER)

Dave Busby	Stephen Plumb
Elisabeth Malvisi	

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