

To: All Council Members

**Your ref:**

**Our ref:** KJ/HC

**Date:** 17 June 2009

**Annual Council Meeting – 18 June 2009**

Further to the Agenda for the meeting of the Annual Council meeting to be held on 18 June 2009, the following additional papers are now enclosed:-

- (a) Agenda Item No. 11 – Appointment of Members, Chairmen and Vice-Chairmen to Committees and Other Council Bodies 2009/10
  - (i) Update in relation to the proposed size of the Children, Families and Learning Overview and Scrutiny Committee and consequential amendment to recommendation 1 of the report.
  - (ii) Appendix B to the report of the Assistant Director of Legal and Democratic shown as “to follow” in the report which sets out the nominations of Group Leaders for appointments to seats upon committees and other bodies for the Municipal Year 2009/10.
  - (iii) Appendix C to the report of the Assistant Director of Legal and Democratic shown as “to follow” in the report which sets out the nominations of Group Leaders for appointment of Chairmen and Vice-Chairmen for the Municipal Year 2009/10.
- (b) Agenda Item No. 15 – Appointments to the Joint Selection Committee (for Bedfordshire Police Authority) and the Bedfordshire and Luton Combined Fire Authority for 2009/10.

Update in relation to the nomination of the Group Leaders in respect of seats upon the Joint Selection Committee (for Bedfordshire Police Authority) and the Bedfordshire and Luton Combined Fire Authority for 2009/10.

(c) Agenda Item No. 16 – Appointments to Outside Bodies

Proposed amendment to the recommendation 3 of the report following upon a meeting of the Group Leaders.

(d) Agenda Item No. 17 – Members' Allowances Scheme 2009/10

Update to the report of the Director of Corporate Resources in respect of the conclusions of the Independent Remuneration Panel.

(e) General Purposes and Licensing Committee Special Meetings:

Nominations in respect of the appointments to be made by the General Purposes and Licensing Committees are attached.

Yours sincerely

**Mrs B Morris**  
**Assistant Director Legal & Democratic Services/  
Monitoring Officer**  
Central Bedfordshire Council

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**Annual Council Meeting – 18 June 2009**

**Agenda Item 11 – Appointment of Members, Chairmen and Vice Chairmen to Committees and Other Council Bodies 2009/10**

The Council is advised that the overall number of seats to which Group is entitled on the “ordinary” committees shown in Section A of Appendix A to the report is as follows:

Conservative	Liberal Democrat	Independent	Total No Seats
83	17	1	102 *

(\* increased by 1 seat on the Children, Families and Learning Overview and Scrutiny Committee – see below )

In order to achieve this overall allocation, the table shown in Appendix A should be amended with respect to the following committees:-

	Total No seats	Conservative	Liberal Democrat	Independent
Business Transformation OSC	9 (5)	7 (4)	1 (1)	1
Corporate Resources OSC	9 (5)	8 (4)	1 (1)	0
Children, Families and Learning OSC	10* (5)	8 (4)	2 (1)	0

(\* Plus 5 co-opted members)

The Council is further advised that the Group Leaders are recommending an increase by 1 seat in the size of the Children, Families and Learning Overview and Scrutiny Committee (as shown in the table above) for the reason set out below.

Paragraph 2(b) of the report refers to the statutory requirement that the majority of seats on a committee is allocated to the majority group on the Council. In relation to the Children, Families and Learning Overview and Scrutiny Committee, the rules provide that co-opted member seats are to be taken into account in calculating what constitutes a majority of the seats.

The constitution currently provides that the Children, Families and Learning Overview and Scrutiny Committee should comprise 9 councillors and 5 co-opted members (3 elected parent governors and 2 appointed church representatives), which would require the Conservative group to have 8 of the 9 seats available to councillors. The Group Leaders have proposed that the overall size of the committee (including co-opted members) be increased from 14 to 15 members, comprising 8 Conservatives, 2 Liberal Democrats and 5 co-opted members, which would meet the above requirement. To achieve this, recommendation 1 should be amended to read:

<b>1. That the Council confirms for the municipal year 2009/10:</b>			
<b>(a) the structure, size and terms of reference of the committees, sub-committees and joint committees set out in sections D1, E2, F1 and J2 of the Council's constitution subject to the membership of the Children, Families and Learning Overview and Scrutiny Committee being 10 councillors and substitutes, plus the 5 co-opted members; and its quorum being 4 councillors and 2 co-opted members;</b>			
<b>(b) the revised allocation of seats as follows:-</b>			
<b>(i) Business Transformation Overview and Scrutiny Committee</b>			
<b>Total No seats</b>	<b>Conservative</b>	<b>Liberal Democrat</b>	<b>Independent</b>
<b>9 (5)</b>	<b>7 (4)</b>	<b>1 (1)</b>	<b>1</b>
<b>(ii) Corporate Resources Overview and Scrutiny Committee</b>			
<b>Total No seats</b>	<b>Conservative</b>	<b>Liberal Democrat</b>	<b>Independent</b>
<b>9 (5)</b>	<b>8 (4)</b>	<b>1 (1)</b>	<b>0</b>
<b>(iii) Children, Families and Learning Overview and Scrutiny Committee</b>			

Total No seats	Conservative	Liberal Democrat	Independent
10 (5)	8 (4)	2 (1)	0

(c) subject to (a) and (b) above, the allocation of seats and substitutes to these and other bodies, as listed in Appendix A to this report, in accordance with the political balance rules where they apply.

**Appendix B**

**NOMINATIONS FOR MEMBERSHIP OF COMMITTEES 2009/10**

<b>A. PROPORTIONAL BODIES</b>	
<b>A1. 'Ordinary' Committees</b>	<b>Councillors</b>
Business Transformation Overview & Scrutiny (9 members + substitutes)	Cllr R A Baker Cllr Mrs A Barker Cllr D Bowater Cllr J A E Clarke Cllr M Gibson Cllr J G Jamieson Cllr R Johnstone Cllr J Murray Cllr Ms J Nunn
Substitutes	
Conservative	Cllr R Berry, Cllr J Kane, Cllr Mrs J Lawrence, Cllr N Young
Liberal Democrat	Cllr N P Aldis
Children, Families and Learning Overview & Scrutiny (10 members + substitutes)	Cllr P A Blaine Cllr D Bowater Cllr N Costin Cllr I Dalgarno Cllr Dr R Egan Cllr Mrs D B Gurney Cllr P Hollick Cllr Mrs M Mustoe Cllr A J Shadbolt Cllr B J Spurr
Substitutes	
Conservative	Cllr Mrs A Barker, Cllr Mrs M Mustoe, <b>TBA, TBA</b>
Liberal Democrat	Cllr Mrs S A Goodchild

Corporate Resources Overview & Scrutiny (9 members + substitutes)	Cllr Mrs A Barker Cllr Mrs C F Chapman MBE Cllr J A E Clarke Cllr P A Duckett Cllr J G Jamieson Cllr D Jones Cllr Mrs J Lawrence Cllr Mrs C Turner <b>Conservative: TBA</b>
Substitutes	
Conservative	Cllr A Bastable, Cllr L Birt, Cllr D Bowater, Cllr M Gibson
Liberal Democrat	Cllr P J Snelling

Social Care, Health & Housing Overview & Scrutiny (9 members + substitutes)	Cllr Mrs J Freeman Cllr P Freeman Cllr Mrs R B Gammons Cllr Ms A M W Graham Cllr Mrs S A Goodchild Cllr J Kane Cllr P R Rawcliffe Cllr Miss A J Sparrow Cllr A M Turner
Substitutes	
Conservative	Cllr R A Baker, Cllr Mrs D B Gurney, Cllr P Hollick, Cllr B J Spurr
Liberal Democrat	Cllr D R Egan

Sustainable Communities Overview & Scrutiny (9 members + substitutes)	Cllr A Bastable Cllr D J Gale Cllr Mrs R B Gammons Cllr J Kane Cllr Mrs C Maudlin Cllr Mrs M Mustoe Cllr P J Snelling Cllr P Williams Cllr N Young
Substitutes	
Conservative	Cllr P A Duckett, Cllr M Gibson, Cllr A J Shadbolt, <b>TBA</b>
Liberal Democrat	Cllr Ms A M W Graham

Audit (7 members + substitutes)	Cllr R A Baker Cllr Mrs A Barker Cllr D Bowater Cllr T Green Cllr D J Lawrence Cllr A J Shadbolt Cllr P J Snelling
Substitutes	
Conservative	Cllr L Birt, Cllr Mrs C Turner, Cllr B J Spurr
Liberal Democrat	Cllr P A Blaine

Development Management (18 members + substitutes)	Cllr P N Aldis Cllr A Bastable Cllr R Berry Cllr T D Brown Cllr Mrs C F Chapman MBE Cllr D J Gale Cllr Mrs R B Gammons Cllr K Janes Cllr D Jones Cllr H J Lockey Cllr Mrs C Maudlin Cllr K C Matthews Cllr T Northwood Cllr A J J Rogers Cllr Mrs C Turner Cllr A J Shadbolt Cllr P F Vickers Cllr N Young
Substitutes	
Conservative	Cllr R A Baker, Cllr D Bowater, Cllr I Dalgarno, Cllr P A Duckett, Cllr M Gibson, Cllr R Johnstone, Cllr B J Spurr, Cllr J Street
Liberal Democrat	Cllr P J Snelling, Cllr G Summerfield



General Purposes (7 members + substitutes)	Cllr R A Baker Cllr P A Blaine Cllr Mrs J G Lawrence Cllr P R Rawcliffe Cllr K Sharer Cllr R C Stay Cllr Mrs P E Turner MBE
Substitutes	
Conservative	Cllr Mrs C F Chapman MBE, Cllr M Gibson, Cllr K C Matthews
Liberal Democrat	Cllr P J Snelling

Licensing (12 members + substitutes)	Cllr L Birt Cllr D Bowater Cllr I Dalgarno Cllr M Gibson Cllr T Green Cllr K Janes Cllr H J Lockey Cllr Ms J Nunn Cllr A J J Rogers Cllr J A G Saunders Cllr G Summerfield Cllr P F Vickers
Substitutes	
Conservative	Cllr R Berry, Cllr Mrs C Maudlin, Cllr D McVicar, Cllr B J Spurr, Cllr Mrs C Turner
Liberal Democrat	Cllr P N Aldis

Regulation (12 members + substitutes)	Cllr L Birt Cllr D Bowater Cllr I Dalgarno Cllr M Gibson Cllr T Green Cllr K Janes Cllr H J Lockey Cllr Ms J Nunn Cllr A J J Rogers Cllr J A G Saunders Cllr G Summerfield Cllr P F Vickers
Substitutes	
Conservative	Cllr R Berry, Cllr Mrs C Maudlin, Cllr D McVicar, Cllr B J Spurr, Cllr Mrs C Turner
Liberal Democrat	Cllr P N Aldis

<b>A2. Joint Committee</b>	
Wixams Joint Development Control (9 members + substitutes)	Cllr P N Aldis Cllr Mrs A Barker Cllr A Bastable Cllr P A Duckett Cllr D J Gale Cllr H J Lockey Cllr K C Matthews Cllr T Northwood Cllr A M Turner
Substitutes	
Conservative	Cllr L Birt, Cllr M Gibson, Cllr J Kane, <b>TBA</b>
Liberal Democrat	Cllr P J Snelling

<b>A3. Other Council Bodies</b>	
Appeals Panel (minimum 5 Members + substitutes)	Cllr R A Baker Cllr Mrs C F Chapman MBE Cllr Mrs R J Drinkwater Cllr Dr R Egan Cllr H J Lockey Cllr K C Matthews Cllr A J J Rogers Cllr P Williams Cllr N Young
Substitutes	
Conservative	Cllr Mrs D B Gurney, Cllr J G Jamieson, Cllr Mrs M Mustoe, <b>TBA</b>
Liberal Democrat	Cllr Ms S A Goodchild

Corporate Parenting Panel (8 members)	Cllr D Bowater Cllr Mrs R B Gammons Cllr Ms S A Goodchild Cllr Mrs D B Gurney Mrs A M Lewis Cllr S F Male Cllr B J Spurr Cllr B C A R Wells
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Standing Advisory Council on Religious Education (SACRE) (5 members)	Cllr Mrs A Barker Cllr Mrs C F Chapman MBE Cllr D J Lawrence Cllr D Jones Cllr J Street
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<b>B. NON-PROPORTIONAL BODIES</b>	
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<b>B1. Other Committees and Sub-Committees</b>	
Standards (5 members)	Cllr Mrs J G Lawrence Cllr P R Rawcliffe Cllr A A J Rogers Cllr J Street Cllr G Summerfield

<b>B2. Joint Committees</b>	
Dunstable Town Centre Management (5 members)	Cllr T Green* Cllr Mrs C Hegley* Cllr J Kane* Cllr J D Murray* Cllr Miss A J Sparrow* Cllr N Young*

\* More nominations than seats available

Houghton Regis Town Centre Management (4 members)	Cllr Ms S A Goodchild Cllr T Nicols Cllr P Williams <b>Liberal Democrat – TBA</b>
Leighton-Linslade Town Centre Management (5 members)	Cllr R Berry* Cllr D Bowater* Cllr A J Shadbolt* Cllr K Sharer* Cllr P J Snelling* Cllr B J Spurr*

\* More nominations than seats available

Luton & South Bedfordshire Joint (Section 29) (6 members + 6 substitutes)	Cllr K C Matthews* Cllr D McVicar* Cllr T Nicols* Cllr A J Shadbolt* Cllr P J Snelling* Cllr R C Stay* Cllr N Young*
Substitutes	Cllr D Bowater, Cllr Mrs C Hegley, Cllr M R Jones, Cllr S F Male. Cllr Mrs P E Turner MBE, Cllr P F Vickers

\* More nominations than seats available

Luton & South Bedfordshire Joint (Section 101) (3 members + 3 substitutes)	Cllr D McVicar Cllr T Nicols Cllr R C Stay
Substitutes	<b>TBA, TBA, TBA</b>

<b>B3. Other Panels and Informal Bodies</b>	
Joint Adoption Panel (1 member)	Cllr Mrs D B Gurney
Fostering Panel (1 member)	Cllr Mrs R J Drinkwater
Fostering Permanence Panel (1 member)	Cllr Mrs C Turner
Constitution Advisory Group (6 members + substitutes or as required)	Cllr Mrs C F Chapman MBE Cllr D Jones Cllr M R Jones Cllr D J Lawrence Cllr S F Male Cllr A J Shadbolt
Member Development Champions (7 members + substitutes or as required)	Cllr P N Aldis Cllr Mrs C F Chapman MBE Cllr M Gibson Cllr M R Jones Cllr J Kane Cllr R C Stay Cllr Mrs P E Turner MBE

## Appendix C

### NOMINATIONS FOR CHAIRMANSHIP/VICE-CHAIRMANSHIP OF STANDING COMMITTEES 2009/10

<b>Committee</b>	<b>Chairman</b>	<b>Vice-Chairman</b>
Business Transformation Overview & Scrutiny	Cllr M Gibson	Cllr R Johnstone
Children, Families and Learning Overview & Scrutiny	Cllr J Street	Cllr Mrs D B Gurney
Corporate Resources Overview & Scrutiny	Cllr J G Jamieson	Cllr J A E Clarke
Social Care, Health & Housing Overview & Scrutiny	Cllr Miss A J Sparrow	Cllr A M Turner
Sustainable Communities Overview & Scrutiny	Conservative: Cllr N Young* Liberal Democrat: Cllr P J Snelling*	Cllr A R Bastable
Audit	Cllr D J Lawrence	Cllr R A Baker
Development Management	Cllr P F Vickers	Cllr A J Shadbolt
General Purposes	Cllr Mrs J G Lawrence	Cllr K Sharer
Licensing	Cllr L Birt	Cllr T Green
Regulation	Cllr L Birt	Cllr T Green

\* more nominations than vacancies

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**Annual Council Meeting – 18 June 2009**

**Agenda Item 15 – Appointments to the Joint Selection Committee (for Bedfordshire Police Authority) and the Bedfordshire and Luton Combined Fire Authority 2009/10**

The Council is advised that the nominations of Group Leaders for seats upon these bodies is as follows:-

**Joint Selection Committee for Bedfordshire Police Authority:-**

Conservative Group	Cllrs:	Mrs C F Chapman MBE, P Hollick, B Spurr and Mrs C Turner
Liberal Democrat Group	Cllr	Mrs A Graham

**Nominations for the Bedfordshire Police Authority:-**

Conservative Group	Cllrs:	Mrs C F Chapman MBE, P Hollick and Mrs C Turner
Liberal Democrat Group	Cllr	Mrs A Graham

**Bedfordshire and Luton Combined Fire Authority:-**

Conservative Group	Cllrs:	A Brown, T Green, J A G Saunders, J Street.
Liberal Democrat Group	Cllr	P Snelling

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**Agenda Item 16: Appointments to Outside Bodies**

Recommendation 3 of this report proposes extending the existing temporary appointments until 31 August 2009 or until fresh appointments are made, whichever is the earlier, where the representatives appointed in March 2009 continue to be Central Bedfordshire Council Members. This applies to 98 out of the 150 separate councillor appointments listed in the bottom row of the appended schedule of outside bodies. The other 52 appointees are former shadow councillors who are no longer elected Members.

It is proposed that, where agreed with the Group Leaders on a case by case basis, the Monitoring Officer should be authorised similarly to extend the terms of office of persons who are no longer elected Members.

Recommendation 3 of the report should therefore be amended to read:

- |   |
|---|
| <p><b>3. That existing temporary appointments be extended until 31 August 2009 or until fresh appointments are made, whichever is the earlier, where either:</b></p> <ul style="list-style-type: none"><li><b>(a) the representatives appointed in March 2009 continue to be Central Bedfordshire Council Members; or</b></li><li><b>(b) in other cases, an extension has been agreed with the Group Leaders on a case by case basis.</b></li></ul> |
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**Agenda Item: 17**

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**Meeting: ANNUAL MEETING OF THE COUNCIL**

**Date: 18 JUNE 2009**

**Subject: Members' Allowances Scheme – Update to Report of Director of Corporate Resources**

**Summary:** To consider the payment of a Special Responsibility Allowance to the 4 non portfolio Members of the Executive and an enhanced Special Responsibility Allowance for the Deputy Leader of the Council, who also served as Vice Chairman of the Executive, without Portfolio, for the second transitional period, being the period from 1 April 2009 until the fourth day after the ordinary election on 4 June 2009.

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Contact Officer: Stephen Cooke

Public/Exempt: Public

Wards Affected: All

Function of: Council

**RECOMMENDATIONS:**

- 1 That the Council considers, having regard to the comments of the majority of Panel members, as set out in paragraph 7, whether to make a retrospective amendment to the Scheme of Members' Allowances for the period from 1 April to 8 June 2009, to provide a Special Responsibility Allowance for those Members of the Executive who had no Portfolio during that period.**

**The Members' Allowances Scheme for the Period of the Second Transitional Period**

1. This report provides additional information to the report included as Agenda Item 17 for this meeting and advises the Council of the recommendation of the Independent Remuneration Panel for the payment of:
  - (a) an enhanced Special Responsibility Allowance for the Deputy Leader of the Council who was also Vice Chairman of the Executive but without Portfolio, and
  - (b) a Special Responsibility Allowance for those Members of the Executive without Portfolio.

2. When the members of the Independent Panel were recently consulted on this matter they were made aware that the Department for Communities and Local Government, in a Statutory Instrument made on 30 March 2009, specified that those persons who, on the coming into force of the Order, were members of the Executive, should continue as members of the Executive during the second transitional period. In other words those Members appointed to the Executive at the inaugural meeting of the Shadow Council on 10 April 2008, served for both the first and second transitional periods. This information was not known to the Panel when they held meetings in September and October 2008 to consider their recommendations for the Scheme of Members' Allowances for the year commencing 1 April 2009.
3. During the consultation the Panel were also made aware that the Executive, during the second transitional period, continued to discharge an enhanced range of functions because the intended range of Overview and Scrutiny Committees had not been fully developed. It was not however possible to provide details of any specific additional responsibilities that were carried out by the non portfolio members of the Executive during this period of intense activity.
4. Due to time constraints it was not possible to arrange for the Panel to meet formally and the consultation took the form of an exchange of correspondence.
5. The Panel has in the past taken the view, when considering Special Responsibility Allowances, that evidence as to the nature of the specific additional responsibilities, together with an indication as to the time commitment, needs to be available.
6. Having considered the current issue the Panel were unable to reach a unanimous agreement as to whether a special responsibility allowance should be paid to non portfolio members of the Executive or, whether an enhanced allowance should be paid to the Deputy Leader.
7. However a majority of Panel members were content with a special responsibility allowance of 7.5% of the Leader's Special Responsibility Allowance being paid to Non Portfolio Holders of the Executive, but that no additional allowance be paid for the position of Deputy Leader.
8. If this recommendation were to be adopted by the Council, and applied retrospectively to the Scheme of Members' Allowances, the figure paid to each non portfolio holder would be pro rata to an annual sum of £2,525 for the period from 1 April 2009 until the fourth day after the day of election, namely 8 June 2009. This equates to approximately £477 per Member and £2,386 in total.

<b>CORPORATE IMPLICATIONS</b>
<b>Council Priorities:</b> None directly.

**Financial:**

Financial implications of the recommendation of the Panel would be budget neutral if adopted due to compensatory savings within the Members Allowances Budget due to an unforeseen reduction in the Membership of the Council during the second transitional period.

**Legal:**

Sections 85 and 86 (1) (c) of the Local Government Act 1972.

**Risk Management:**

None

**Staffing (including Trades Unions):**

None

**Equalities/Human Rights:**

None

**Community Safety:**

None

**Sustainability:**

None

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## GENERAL PURPOSES COMMITTEE

18 June 2009

### APPOINTMENTS PANEL AND STAFF CONSULTATIVE COMMITTEES MEMBERSHIP OF THE APPOINTMENTS

<i>Appointments Panel (minimum 4 members appointed by General Purposes Committee)</i>	Cllr P A Blaine Cllr M R Jones Cllr R C Stay Cllr Mrs P E Turner <b>Conservative: TBA</b>
Substitutes	
Conservative	<b>TBA, TBA</b>
Liberal Democrat	Cllr P J Snelling
Employee Partnership (7 members + substitutes)	Cllr L Birt Cllr P A Blaine Cllr Mrs C F Chapman MBE Cllr I Dalgarno Cllr Mrs R J Drinkwater Cllr D J Hopkin Cllr Mrs J G Lawrence
Substitutes	
Conservative	Cllr Mrs C Hegley, Cllr P Hollick, Cllr J Street
Liberal Democrat	Cllr P J Snelling
JCNC for Primary and Secondary Education (7 members + substitutes)	Cllr A R Bastable Cllr N B Costin Cllr Mrs R J Drinkwater Cllr Dr R Egan Cllr P Hollick Cllr Mrs A M Lewis Cllr S F Male
Substitutes	
Conservative	Cllr I Dalgarno, Cllr A J Shadbolt, Cllr B J Spurr
Liberal Democrat	Cllr P A Blaine

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## LICENSING COMMITTEE

18 June 2009

### MEMBERSHIP OF THE LICENSING SUB-COMMITTEE

<i>Licensing Sub-Committee (3 members appointed by Licensing Committee)</i>	Cllr D Bowater Cllr T Green Cllr G Summerfield
Substitutes	
Any member of the Licensing Committee	

Note: Chairman of the Sub-Committee to be appointed at each meeting.

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