

Central
Bedfordshire
Council
Priory House
Monks Walk
Chicksands,
Shefford SG17 5TQ



TO EACH MEMBER OF THE CENTRAL BEDFORDSHIRE COUNCIL

16 April 2013

Dear Councillor

CENTRAL BEDFORDSHIRE COUNCIL - THURSDAY 18 APRIL 2013

Further to the Agenda and papers for the above meeting, previously circulated, please find attached the following additional information:

12. Appointment of Members, Chairmen and Vice-Chairmen to Committees and Other Council Bodies 2013/14

Please find attached a revised report and Appendices A-D containing the nominations for appointment of Members, Chairmen and Vice-Chairmen to Committees and Other Council Bodies 2013/14.

13. Composition of the Executive and Scheme of Delegation of Executive Functions

Please find attached the composition of the Executive and Scheme of Delegation of Executive Functions.

14. Appointments to Bedfordshire Police and Crime Panel and Bedfordshire Fire and Rescue Service

Please find attached a revised report for the appointments to Bedfordshire Police and Crime Panel and Bedfordshire Fire and Rescue Service.

Should you have any queries regarding the above please contact Sandra Hobbs on Tel: 0300 300 5257.

Yours sincerely

Sandra Hobbs,
Committee Services Officer
email: sandra.hobbs@centralbedfordshire.gov.uk

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Meeting: Council
Date: 18 April 2013
Subject: Appointment of Members, Chairmen and Vice-Chairmen to Committees and Other Council Bodies 2013/14
Report of: Cllr James Jamieson, Leader of the Council
Summary: The report outlines the requirements for member appointments to committees and other Council bodies, including political proportionality. Nominations from group leaders will be circulated separately.

Advising Officer: John Atkinson, Monitoring Officer
Contact Officer: Mel Peaston, Committee Services Manager
Public/Exempt: Public
Wards Affected: All
Function of: Council

CORPORATE IMPLICATIONS

Council Priorities:

The appointment of members to committees, etc. in accordance with legal and constitutional requirements is essential to the good governance of the Council.

Financial:

None.

Legal:

The appointment of elected Members must comply with the proportionality requirements in sections 15 and 16 of the Local Government and Housing Act 1989.

The appointment of co-opted members to the Children's Services Overview and Scrutiny Committee must comply with paragraphs 7 and 9, Schedule 1 of the Local Government Act 2000 and The Parent Governor Representatives (England) Regulations 2001 (S.I. 2001/478).

Risk Management:

None.

Staffing (including Trades Unions):

None.

Equalities/Human Rights:

None.

Public health and wellbeing:

None.

Community Safety:

None.

Sustainability:

None.

Procurement:

None.

Overview and Scrutiny:

This matter has not been considered by overview and scrutiny.

RECOMMENDATIONS:

1. that the Council confirms for the municipal year 2013/14:
 - (a) the structure, size and terms of reference of the committees, sub-committees and joint committees set out in sections D1, E2 and J2 of the Council's constitution; and
 - (b) 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.
2. that the appointment of individual Members and substitutes to committees and other bodies be approved in accordance with nominations to be submitted by the political groups (Appendix B to follow);
3. that the appointment of at least 1 member of the Council to the Central Bedfordshire Health and Wellbeing Board, nominated by the Leader, be approved (Appendix C to follow);
4. that the appointment of Chairmen and Vice-Chairmen of committees for the municipal year 2013/14 be approved in accordance with nominations to be submitted by the political group leaders (Appendix D to follow);
5. to note that that the following persons have been appointed to the Children's Services Overview and Scrutiny Committee as co-opted members with voting rights on education matters for the period June 2011 to the AGM in May 2015:
 - (a) Mrs Frances Image, Roman Catholic Diocesan representative
 - (b) Mr Jon Reynolds, Church of England Diocesan representative
 - (c) Stephen Court, School Parent Governor representative

- (d) **Heather Copley, School Parent Governor representative**
- (e) **Douglas Landman, School Parent Governor representative.**

Political Balance

1. The Council must allocate seats on committees and other prescribed bodies so as to give effect to the political balance rules in Sections 15 and 16 of the Local Government and Housing Act 1989. These require the Council to determine the allocation of seats on its 'ordinary' committees and sub-committees, and on certain other prescribed bodies, in proportion to the representation of different political groups on the Council.
2. The principles in the Act, in relation to bodies that are required to be proportional, are:
 - (a) that not all the seats on the body are allocated to the same political group;
 - (b) that the majority of seats is allocated to the majority group (see note);
 - (c) that, subject to (a) and (b), the **total number of seats** on all 'ordinary' committees is proportional to the overall balance of political groups on the Council;
 - (d) that, subject to (a), (b) and (c), the allocation of seats on **individual bodies** also reflects the overall balance of political groups on the Council.

Note: Seats reserved for education co-opted members (see paragraphs 18-20 below) are to be taken into account for the purpose of determining how many seats constitute a majority.

3. In the context of the Act, the term 'ordinary' committees includes only committees that have delegated powers to discharge the Council's statutory functions, and does not include informal bodies that are not committees.
4. A 'political group' is constituted when two or more Members sign a written notice, delivered to the Proper Officer, declaring their wish to be treated as a political group and giving the name of the group and of the group's leader.
5. Where there are Members who do not belong to any political group, a proportionate number of the available seats will not be allocated to any political group; and the Council is required to appoint to those seats from among the Members who do not belong to any political group, according to its discretion. Thus a single Independent Member cannot constitute a political group but should be taken into account for the purposes of the overall allocation of available seats.

Appointment of Councillors to Committees, etc.

6. It is necessary to appoint Members to serve on the various committees, joint committees and other Member forums listed in **Appendix A** for the municipal year ending 1 May 2014. Also shown are the legal and/or constitutional requirements relating to each committee, etc., including the agreed constitutional requirements for some joint bodies.
7. **Appendix A** furthermore shows the calculations for each of the 'ordinary' committees, joint committees and other Council bodies where the political balance rules apply, as listed under section 'A. Proportional Bodies'.
8. These calculations are based on the overall balance of political groups on the Council which is as follows:

	Con- servative	Independ ent	Liberal Democrat	Labour	independ ent Lib Dem	Total
No. and % of cllrs	48 81.36%	5 8.47%	4 6.78%	1 1.69%	1 1.69%	59 100%
Allocation of all proportio nal seats	69.97	7.29	5.83	1.46	1.46%	86

9. Applying a simple proportional basis to each proportional body individually (without reference to overall balance) would produce an allocation of seats on each body as set out below.

No of Seats	Conserv- ative	Independent Group	Liberal Democrat	Labour	iLD
20	16.27	1.69	1.35	0.33	0.33
19	15.45	1.60	1.28	0.32	0.32
18	14.64	1.52	1.21	0.30	0.30
17	13.83	1.43	1.15	0.28	0.28
16	13.01	1.35	1.08	0.27	0.28
15	12.20	1.27	1.01	0.25	0.25
14	11.39	1.18	0.94	0.23	0.23
13	10.57	1.10	0.88	0.21	0.21
12	9.76	1.01	0.81	0.20	0.20
11	8.94	0.93	0.74	0.18	0.18
10	8.13	0.84	0.67	0.16	0.16
9	7.32	0.76	0.61	0.15	0.15
8	6.50	0.67	0.54	0.13	0.13
7	5.69	0.59	0.47	0.11	0.11
6	4.88	0.50	0.40	0.10	0.10
5	4.06	0.42	0.33	0.07	0.07
4	3.25	0.33	0.27	0.05	0.05

10. **Appendix A** shows how individual committee memberships could be constituted on this basis. Group Leaders have arranged to meet to discuss this further and an amended Appendix A may be submitted prior to the annual meeting. It will be for the Council to determine how best to achieve the correct overall balance.
11. The number of substitutes is shown in brackets, where they may be appointed. Under the constitution, these will be half the number of seats that each political group holds on the particular committee, being a minimum of one and rounded up in the case of odd numbers. Each independent Member not belonging to a political group within the Council is entitled to nominate a substitute to attend in his/her place.
12. Non-proportionate bodies are listed in section B of **Appendix A**.
13. The Appointments Panel, from which individual Appointments Sub-Committees will be selected, will need to be appointed at a special meeting of the General Purposes Committee following the Council meeting. Each Sub-Committee will appoint its own Chairman for the meeting.
14. The Employee Partnership Committee will also need to be appointed at the special meeting of the General Purposes Committee.
15. The Health and Wellbeing Board, a statutory Committee of the Council from April 2013, must, under S194 of the Health and Social Care Act 2012, include at least one member of the Council nominated by the Leader and appointed by the Council, certain Council officers with particular statutory responsibilities, a representative of the Local Healthwatch organisation and a representative of each relevant clinical commissioning group. The Council may also appoint such other persons as it thinks appropriate. The recommended nominations by the Leader are set out in **Appendix C**.
16. There is a separate report on the agenda regarding the appointment of the Executive by the Leader, which is also non-proportional.

Appointment of Chairmen and Vice-Chairmen

17. The Council is also requested to appoint Chairmen and Vice-Chairmen of the Council's 'ordinary' committees, nominations for which are submitted in **Appendix D**. In the event of more than one nomination being received for the chairmanship or vice-chairmanship of a committee, each nomination in respect of that office will need to be put to the vote. The Vice- Chairman of the Health and Wellbeing Board shall be appointed by the Board at its first meeting, on 9 May.

Appointment of Co-opted Members (re Education Matters)

18. The Local Government Act and regulations made under it require certain representatives to be co-opted onto any overview and scrutiny committee whose functions relate wholly or partly to any education functions which are the responsibility of the authority's Executive. That committee is the Children's Services Overview and Scrutiny Committee. The co-opted members have a vote on education matters only.

19. The statutory co-optees are:

- (a) between two and five parent governor representatives who must be appointed following an election among parent governors of schools maintained by the local education authority and may serve for up to four years; the Central Bedfordshire constitution requires three such parent governors; and
- (b) two church representatives, to be nominated respectively by the Church of England Diocesan Board and the Roman Catholic Diocesan Bishop for the area.

20. At its meeting on 14 April 2011, Council determined that the period of appointment should be for a 4-year term in line with the 4-year term of the Council, starting at the beginning of the term of the newly-elected Council in 2011 and ending at the Council's AGM in 2015.

Appendices:

Appendix A – Member Appointments Required by Annual Council

Appendix B – Nominations for Membership of Committees, etc. 2012/13

Appendix C – Nominations from the Leader for Councillors to be members of the Health and Wellbeing Board in 2013/14

Appendix D – Nominations for Chairmanship and Vice-Chairmanship of Committees 2012/13

Background Papers: None

MEMBER APPOINTMENTS REQUIRED BY ANNUAL COUNCIL ON 18 April 2013

Committee, Sub-Committee, Panel, etc.	Total No. of Councillors (substitutes in brackets)	Conservative 48	Independent 5	Liberal Democrat 4	Labour 1	independent LD 1
A. PROPORTIONATE BODIES						
A1. 'Ordinary' Committees (proportionate)						
Corporate Resources OSC	9 (6)	7 (4)	1 (1)	0	0	1 (1)
Children's Services OSC	10 (5)	8 (4)	0	1 (1)	1 (1)	0
Social Care, Health & Housing OSC	9 (6)	7 (4)	1 (1)	1 (1)	0	0
Sustainable Communities OSC	9 (6)	7 (4)	1 (1)	1 (1)	0	0
Audit	7 (4)	6 (3)	1 (1)	0	0	0
Development Management	18 (10)	15 (8)	1 (1)	2 (1)	0	0
General Purposes	12 (7)	10 (5)	1 (1)	1 (1)	0	0
Licensing	12 (7)	10 (5)	1 (1)	0	1 (1)	0
Total	86					
Notes:						
1. Overview and Scrutiny Committees (OSCs) must not include in their membership (a) any Executive Members; or (b) any Deputy Executive Members if the particular OSC's terms of reference cover any portfolio with which he/she assists.						

2. Unless the Council were to decide otherwise, with no Member voting against, the Conservative group will require a majority of all the seats, including co-opted member seats, on the Children's Services Overview and Scrutiny Committee.
3. The Audit Committee membership **may not** include (a) any Executive Member; or (b) any Deputy Executive Member, or (c) any member of the Corporate Resources OSC.
4. The General Purposes Committee **must** include at least three Executive Members.

A2. Joint Committee (proportionate but not part of the overall seat allocation)

		Cons	Ind	LD	Lab	iLD
Wixams Joint Development Control	9 (6)	7 (4)	1 (1)	1 (1)	0	0

Note: Appointments to the Wixams Joint Development Control Committee are, as far as practicable, to reflect political balance within the Council.

A3. Other Council Bodies (proportionate but not part of the overall seat allocation)						
	Total seats	Conservative	Independent	Lib Dem	Labour	iLD
Appeals Panel (see note 1)	9 (6)	6 (3)	1 (1)	1(1)	0	1(1)
Appointments Panel (appointed by General Purposes Committee) (see note 2)	5 (3)	4 (2)	1 (1)	0	0	0
Corporate Parenting Panel (see note 3)	8 (5)	7 (4)	0	1 (1)	0	0
Employee Partnership Committee (appointed by General Purposes Committee) (see note 4)	7 (4)	7 (4)	0	0	0	0
Standing Advisory Council for Religious Education (SACRE) (see note 5)	5 (3)	4 (2)	0	0	1 (1)	0

Notes:

1. Members of the Appeals Panel will be appointed as required to individual Appeals Committees, each comprising 3-5 councillors appointed in accordance with political balance.
2. In addition all Executive Members are on the Appointments Panel to enable the relevant Executive Member to attend an Appointments Sub-Committee. The Panel forms the body from which members will be drawn to form individual Appointments Sub-Committees. A Sub-Committee will be composed of 3 – 5 Members (2 – 4 Conservative and 1 Independent, including at least 1 Executive Member). Members will be appointed to a Sub-Committee by the Monitoring Officer.
3. The membership of the Corporate Parenting Panel **must** include the Executive Member for Children’s Services, a Deputy Executive Member for Children’s Services **and** a member of the Social Care, Health and Housing Overview and Scrutiny Committee.
4. The Employee Partnership Committee **must** include at least one Executive Member.
5. Members appointed to the Standing Advisory Council for Religious Education (SACRE) should have an interest in collective worship and religious education, as required by its constitution.

B. NON-PROPORTIONATE BODIES**B1. Other Committees and Sub-Committees (non-proportionate)**

Executive	3-10 (0)	
Health and Wellbeing Board	At least 1 member of the Council (see note 2)	

Notes:

1. The Executive does not have to comply with political balance rules. It will comprise the Leader of the Council and other Members appointed by the Leader.
2. The Council is required to appoint at least 1 member of the Council to the Health and Wellbeing Board, on the nomination of the Leader. Under s194 of the Health and Social Care Act 2012, certain officers with statutory responsibilities are also ex officio members of the Board, plus a representative of the Local HealthWatch organisation, a representative of each clinical commissioning group, and such other persons as the local authority thinks appropriate. (Please see separate report)

B2. Joint Committees (non-proportionate)

Dunstable Joint Committee (see Note 1)	5 (0)	
Houghton Regis Partnership Committee (see Note 2)	4 (0)	
Leighton-Linslade Partnership Committee (see Note 3)	5 (0)	
Biggleswade Joint Committee (see Note 4)	4 (2)	

Notes:

1. Dunstable Joint Committee (TCMC) **must** comprise **5 elected representatives of wards in Dunstable**. Under the regulations for joint committees whose role covers less than two-fifths of the Council's total area or population, political balance rules do not apply. (The DJC currently comprises 5 Conservatives)
2. Houghton Regis Partnership Committee members **must** be members of a Houghton Regis ward. Likewise, political balance rules do not apply.
3. Leighton-Linslade Partnership Committee members **must** be (a) Executive Members or (b) members for a Leighton-Linslade ward. Likewise, political balance rules do not apply. (The LLPC currently comprises 5 Conservatives.)
4. Biggleswade Joint Committee **must** be (a) members for a Biggleswade ward or (b) Executive Members. The named substitutes **must be** Executive members. Likewise, political balance rules do not apply. (The Biggleswade Joint Committee currently comprises 4 Conservatives and 2 Conservative substitutes.)

B3. Other Panels and Informal Bodies requiring Council Appointments (non-proportionate)

Joint Adoption Panel	1 (0)	
Fostering Panel	1 (0)	
Fostering Permanence Panel	1 (0)	

B.4 Other Committees & Sub-Committees to be appointed ad hoc as required (for information only)

Joint Health Overview and Scrutiny Committees are to be appointed by the Monitoring Officer as required from the membership of the Health and Social Care Overview and Scrutiny Committee, in consultation with the Chairman & Vice-Chairman of that Committee. Appointments are subject to (a) the political balance rules if more than 2 members are appointed; and (b) subsequent report to Council for information in any event.

B5. Other Bodies (for information only)

The Executive Member for Children’s Services by reason of their office serves on the following bodies:

- Admissions Forum
- Schools Forum (non-voting)
- Children’s Trust Board
- Local Safeguarding Children Board
- Corporate Parenting Panel.

Appendix B

NOMINATIONS FOR MEMBERSHIP OF COMMITTEES 2013/14

PROPORTIONAL BODIES	
A1. 'Ordinary' Committees	Councillors
<p>Corporate Resources Overview & Scrutiny Committee (9 members + 6 substitutes)</p>	<p>Cllr Mrs Angela Barker (C) Cllr Lewis Birt (C) Cllr Mrs Fiona Chapman MBE (C) Cllr Paul Duckett (C) Cllr Dr Rita Egan (iLD) Cllr Julian Murray (I) Cllr Brian Saunders (C) Cllr Miss Ann Sparrow (C) Cllr Tim Woodward (C) Subs: Cllr Mrs Rita Drinkwater (C) Cllr Charles Gomm (C) Cllr Roy Johnstone (C) Cllr Mrs Marion Mustoe (C) Cllr Ian Shingler (I)</p>
<p>Children's Services Overview & Scrutiny Committee (10 members + 5 substitutes)</p>	<p>Cllr Mrs Angela Barker (C) Cllr Ray Berry (C) Cllr David Bowater (C) Cllr Mrs Gill Clarke (C) Cllr Norman Costin (C) Cllr Mrs Rita Drinkwater (C) Cllr Mrs Doreen Gurney (C) Cllr Peter Hollick (C) Cllr David Jones (LD) Cllr Roger Pepworth (La) Subs: Cllr Mrs Susan Goodchild (LD) Cllr Ken Janes (C) Cllr Brian Saunders (C) Cllr Alan Shadbolt (C) Cllr Naomi Sheppard (C)</p>

<p>Social Care, Health & Housing Overview & Scrutiny Committee (9 members + 6 substitutes)</p>	<p>Cllr Ray Berry (C) Cllr David Bowater (C) Cllr Mrs Gill Clarke (C) Cllr Mrs Rita Drinkwater (C) Cllr Paul Duckett (C) Cllr Mrs Susan Goodchild (LD) Cllr Mrs Doreen Gurney (C) Cllr Naomi Sheppard (C) Cllr Mark Smith (I) Subs: Cllr Nigel Aldis (LD) Cllr Mrs Ruth Gammons (C) Cllr Charles Gomm (C) Cllr Ms Alison Graham (I) Cllr Ken Janes (C) Cllr Miss Ann Sparrow (C)</p>
<p>Sustainable Communities Overview & Scrutiny Committee (9 members + 6 substitutes)</p>	<p>Cllr Alan Bastable (C) Cllr Mrs Ruth Gammons (C) Cllr Ms Alison Graham (I) Cllr Roy Johnstone (C) Cllr Ken Matthews (C) Cllr David McVicar (C) Cllr Tom Nicols (C) Cllr Brian Saunders (C) Cllr Peter Williams (LD) Subs: Cllr Ray Berry (C) Cllr David Bowater (C) Cllr Mrs Fiona Chapman MBE (C) Cllr David Jones (LD) Cllr Alan Shadbolt (C) Cllr Mark Smith (I)</p>
<p>Audit (7 members + 4 substitutes)</p>	<p>Cllr Ray Berry (C) Cllr Mike Blair (C) Cllr David Bowater (C) Cllr Norman Costin (C) Cllr Mrs Denise Green (C) Cllr David Lawrence (C) Cllr Adam Zerny (I) Subs: Cllr Mrs Jane Lawrence (C) Cllr Alan Shadbolt (C) Cllr Mark Smith (I) Cllr Nigel Warren (C)</p>

<p>Development Management Committee (18 members + 10 substitutes)</p>	<p>Cllr Nigel Aldis (LD) Cllr Alan Bastable (C) Cllr Ray Berry (C) Cllr Mike Blair (C) Cllr David Bowater (C) Cllr Tony Brown (C) Cllr Mrs Fiona Chapman MBE (C) Cllr Mrs Sue Clark (C) Cllr Ian Dalgarno (C) Cllr Ken Janes (C) Cllr David Jones (LD) Cllr Ms Caroline Maudlin (C) Cllr Ken Matthews (C) Cllr Tom Nicols (C) Cllr Alan Shadbolt (C) Cllr Ian Shingler (I) Cllr Brian Spurr (C) Cllr Nigel Young (C) Subs: Cllr Lewis Birt (C) Cllr Mrs Rita Drinkwater (C) Cllr Mrs Ruth Gammons (C) Cllr Charles Gomm (C) Cllr Mrs Doreen Gurney (C) Cllr Roy Johnstone (C) Cllr Julian Murray (I) Cllr Brian Saunders (C) Cllr Nigel Warren (C) Cllr Peter Williams (LD)</p>
<p>General Purposes (12 members + 7 substitutes)</p>	<p>Cllr Nigel Aldis (LD) Cllr Mrs Fiona Chapman MBE (C) Cllr Amanda Dodwell (C) Cllr Peter Hollick (C) Cllr James Jamieson (C) Cllr Maurice Jones (C) Cllr David Lawrence (C) Cllr Mrs Jane Lawrence (C) Cllr Julian Murray (I) Cllr Brian Saunders (C) Cllr Richard Stay (C) Cllr Nigel Warren (C) Subs: Cllr Ken Janes (C) Cllr David Jones (LD) Cllr Ken Matthews (C) Cllr Alan Shadbolt (C) Cllr Mark Versallion (C) Cllr Nigel Young (C) Cllr Ian Shingler (I)</p>

<p>Licensing (12 members + 7 substitutes)</p>	<p>Cllr Mrs Angela Barker (C) Cllr Ray Berry (C) Cllr David Bowater (C) Cllr Ian Dalgarno (C) Cllr Charles Gomm (C) Cllr Mrs Denise Green (C) Cllr Ken Janes (C) Cllr Mrs Marion Mustoe (C) Cllr Roger Pepworth (La) Cllr Alan Shadbolt (C) Cllr Ian Shingler (I) Cllr Nigel Warren (C) Subs: Cllr Lewis Birt (C) Cllr Mrs Jane Lawrence (C) Cllr Ms Caroline Maudlin (C) Cllr David McVicar (C) Cllr Julian Murray (I) Cllr Nigel Young (C)</p>
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A2. Joint Committee	Councillors
Wixams Joint Development Control (9 members + 6) substitutes)	Cllr Nigel Aldis (LD) Cllr Mrs Angela Barker (C) Cllr Alan Bastable (C) Cllr Mike Blair (C) Cllr Paul Duckett (C) Cllr James Jamieson (C) Cllr Ken Matthews (C) Cllr Mark Smith (I) Cllr Andrew Turner (C) Subs: Cllr Mrs Fiona Chapman MBE (C) Cllr Mrs Sue Clark (C) Cllr Charles Gomm (C) Cllr David Jones (LD) Cllr Brian Spurr (C) Vacancy (I)
A3. Other Council Bodies	Councillors
Appeals Panel (9 members + 6 substitutes)	Cllr Lewis Birt (C) Cllr Mrs Fiona Chapman MBE (C) Cllr Ian Dalgarno (C) Cllr Mrs Rita Drinkwater (C) Cllr Dr Rita Egan (iLD) Cllr David Jones (LD) Cllr Ken Matthews (C) Cllr Julian Murray (I) Cllr Nigel Young (C) Subs: Cllr Nigel Aldis (LD) Cllr David Bowater (C) Cllr Paul Duckett (C) Cllr Brian Spurr (C) Cllr Adam Zerny (I)
Corporate Parenting Panel (8 members + 5 substitutes)	Cllr Mrs Angela Barker (C) Cllr David Bowater (C) Cllr Norman Costin (C) Cllr Amanda Dodwell (C) Cllr Mrs Susan Goodchild (LD) Cllr Naomi Sheppard (C) Cllr Mark Versallion (C) Cllr Budge Wells (C) Subs: Cllr Nigel Aldis (LD) Cllr Mrs Gill Clarke (C) Cllr Mrs Doreen Gurney (C) Cllr Ken Janes (C) Cllr Andrew Turner (C)

<p>Standing Advisory Council for Religious Education (SACRE) (5 members + 3 substitutes)</p>	<p>Cllr Mrs Angela Barker (C) Cllr Mrs Rita Drinkwater (C) Cllr Charles Gomm (C) Cllr Mrs Doreen Gurney (C) Cllr Roger Pepworth (La) Subs: Cllr Mark Versallion (C) Cllr Nigel Warren (C)</p>
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<p>B. NON-PROPORTIONAL BODIES</p>	
<p>B1. Other Committees and Sub-Committees</p>	<p>Councillors</p>
<p>Licensing Sub-Committee (3 members drawn from the pool of the Licensing Committee)</p>	<p>Cllr Mrs Angela Barker (C) Cllr Ray Berry (C) Cllr David Bowater (C) Cllr Ian Dalgarno (C) Cllr Charles Gomm (C) Cllr Mrs Denise Green (C) Cllr Ken Janes (C) Cllr Mrs Marion Mustoe (C) Cllr Roger Pepworth (La) Cllr Alan Shadbolt (C) Cllr Ian Shingler (I) Cllr Nigel Warren (C)</p>
<p>B2. Joint Committees</p>	<p>Councillors</p>
<p>Dunstable Joint Committee (5 members)</p>	<p>Cllr Mrs Carole Hegley (C) Cllr Peter Hollick (C) Cllr David McVicar (C) Cllr Miss Ann Sparrow (C) Cllr Nigel Young (C)</p>
<p>Houghton Regis Partnership Committee (4 members)</p>	<p>Cllr Dr Rita Egan (iLD) Cllr Mrs Susan Goodchild (LD) Cllr David Jones (LD) Cllr Peter Williams (LD)</p>
<p>Leighton-Linslade Partnership Committee (5 members)</p>	<p>Cllr David Bowater (C) Cllr David Hopkin (C) Cllr Alan Shadbolt (C) Cllr Brian Spurr (C) Cllr Nigel Warren (C)</p>

<p>Biggleswade Joint Committee (4 members + 2 subs)</p>	<p>Cllr Maurice Jones (C) Cllr David Lawrence (C) Cllr Mrs Jane Lawrence (C) Cllr Tim Woodward (C) Subs: Cllr James Jamieson Cllr Mrs Tricia Turner, MBE (C)</p>
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<p>B3. Other Panels and Informal Bodies</p>	<p>Councillors</p>
<p>Joint Adoption Panel (1 member)</p>	<p>Cllr Mrs Angela Barker (C)</p>
<p>Fostering Panel (1 member)</p>	<p>Cllr Amanda Dodwell (C)</p>
<p>Fostering Permanence Panel (1 member)</p>	<p>Cllr Amanda Dodwell (C)</p>

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Appendix C

Health and Wellbeing Board Nominations and Membership

(Not required to be politically proportionate.)

At its meeting on 21 March 2013 the Shadow Health and Wellbeing Board offered its advice as to the membership of the Board after 1 April 2013, as follows:

- The Chairman of the Board would be a Councillor;
- The Vice-Chairman of the Board would be a representative from Health;
- There should be three representatives from the Bedfordshire Clinical Commissioning Group;
- There should be one representative from the NHS Commissioning Board Area for Hertfordshire & South Midlands.
- In addition to the Directors provided for statutorily, the Board should include the Chief Executive and Community Services Director.

In view of this advice, the membership of the Health and Wellbeing Board is proposed as follows:

<p>Nominations (at least one) by the Leader of the Council for appointment to the Central Bedfordshire Health and Wellbeing Board, in accordance with the Health and Social Care Act, s194.</p>	<ul style="list-style-type: none"> • Cllr Mrs P Turner MBE, Executive Member for Economic Partnerships • Cllr C Hegley, Executive Member for Social Care, Health and Housing • Cllr M Versallion, Executive Member for Children’s Service
<p>Members of the Board who are officers of Central Bedfordshire Council, statutorily required by reason of their office</p>	<ul style="list-style-type: none"> • Director of Adult Social Services, Central Bedfordshire Council (Julie Ogley) • Director of Children’s Services, Central Bedfordshire Council (Edwina Grant) • Director of Public Health, Central Bedfordshire Council (Muriel Scott)
<p>Representative from Healthwatch, statutorily required</p>	<ul style="list-style-type: none"> • Ruth Featherstone, Chairman of Healthwatch Central Bedfordshire
<p>Representatives from the Bedfordshire Clinical Commissioning</p>	<ul style="list-style-type: none"> • John Rooke, Chief Operating Officer

Group, statutorily required	<ul style="list-style-type: none">• Dr Paul Hassan, Chief Clinical Officer• Dr Judy Baxter, Clinical Director
Such other persons, or representatives of such other persons, as the Council thinks appropriate	<ul style="list-style-type: none">• Richard Carr, Chief Executive, Central Bedfordshire Council• Chris Ford, Finance Director, Hertfordshire & South Midlands Area Team, NHS England• Marcel Coiffait, Community Services Director, Central Bedfordshire Council (non-voting observer)

Appendix D

**NOMINATIONS FOR CHAIRMANSHIP / VICE-CHAIRMANSHIP OF
STANDING COMMITTEES 2013/14**

Committee	Chairman	Vice-Chairman
Customer and Central Services Overview & Scrutiny	Cllr Paul Duckett	Cllr Miss Ann Sparrow
Children's Services Overview & Scrutiny	Cllr Mrs Angela Barker Cllr Roger Pepworth	Cllr Norman Costin
Social Care, Health & Housing Overview & Scrutiny	Cllr Mrs Rita Drinkwater	Cllr Naomi Sheppard
Sustainable Communities Overview & Scrutiny	Cllr David McVicar	Cllr Alan Bastable
Audit	Cllr Mike Blair	Cllr David Bowater
Development Management	Cllr Ken Matthews	Cllr Alan Shadbolt
General Purposes	Cllr Peter Hollick	Cllr Richard Stay
Licensing	Cllr Mrs Marion Mustoe	Cllr Ken Janes
Central Bedfordshire Health and Wellbeing Board	Cllr Mrs Tricia Turner, MBE	To be appointed by the Board at its first meeting

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Meeting: Council

Date: 18 April 2013

Subject: **Composition of the Executive and Scheme of Delegation of Executive Functions**

Report of: Cllr James Jamieson, Leader of the Council

Summary: The report sets out the composition of the Executive for the coming year, including the names of the Councillors appointed to the Executive, and advises that no amendments are proposed to the Scheme of Delegation of Executive Functions beyond those previously approved by the Leader of the Council (Executive procedure Rule no 1.2) (part C4 and H3 of the Constitution refers).

Advising Officer: John Atkinson, Head of Legal and Democratic Services

Contact Officer: Mel Peaston, Committee Services Manager

Public/Exempt: Public

Wards Affected: All

Function of: Council

CORPORATE IMPLICATIONS

Council Priorities:

The appropriate structure of the Executive will contribute to the proper running of the Council, enabling it to meet its vision, as follows:-

“To improve the quality of life of all in Central Bedfordshire and enhance the unique character of our communities and our environment”.

Financial:

There are no additional budgetary implications.

Legal:

The composition of the Executive and its scheme of delegations are in line with legal and constitution requirements.

Risk Management:

None

Staffing (including Trades Unions):

None

Equalities/Human Rights:

None

Public Health and Wellbeing:

None

Community Safety:

None

Sustainability:

None

Procurement:

None

Overview and Scrutiny:

None

RECOMMENDATIONS:

1. **That the Council notes:**
 - (a) **the composition of the Executive and allocation of portfolios, as set out at Appendix A;**
 - (b) **the scheme of delegation of Executive functions, set out at Part C3 of the Constitution;**
 - (c) **that Councillor Mark Versallion will continue to be the Lead Member for Children's Services.**

Introduction

1. The Council's Constitution requires that the Leader of the Council reports at the annual meeting of the Council after an election on the composition of the Executive and the proposed scheme of delegation of Executive functions (C4 Executive Procedure Rules 1.2).
2. Although there has not been a local election, it is appropriate to set out at the beginning of the year the composition of the Executive and to note the scheme of delegation of Executive functions.

Composition of the Executive

3. The Executive will continue to comprise the Leader plus 7 Councillors, including a Deputy Leader. The details of the portfolios and the names of the Executive Members are set out at **Appendix A**.
4. Under the terms of Part C1 section 6.2 of the Constitution the Leader shall designate a member of the Executive as Lead Member for Children's Services under Section 19 (1) of the Children Act 2004. This will continue to be Councillor Mark Versallion.

Scheme of Delegation of Executive Functions

5. No further amendments are proposed to the Scheme of Delegation of Executive Functions at Parts C3 of the Constitution, beyond those previously reported to Members.

Appendices:

Appendix A – Composition of the Executive

Background Papers: none

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COMPOSITION OF THE EXECUTIVE 2013/14

Appendix A

Members of the Executive	Deputies to Members of the Executive	Corporate Priority	Responsibility	Director
<p>Leader</p> <p><i>Cllr James Jamieson</i></p>		All	<ul style="list-style-type: none"> • Vision & Strategy • LSP • National, Regional and Sub Regional Partnerships • Overview and Scrutiny policy • Communications and Corporate Reputation • Consultation & Engagement • Emergency Planning and Business Continuity Planning 	RCC
<p>Deputy Leader and Executive Member for Corporate Resources</p> <p><i>Cllr Maurice Jones</i></p>	<p>Cllr David Hopkin</p> <p>Cllr Richard Wenham</p>	All	<ul style="list-style-type: none"> • Corporate Performance Management • Diversity & Social Cohesion • Customer Relations • Efficiencies Programme • Medium Term Financial Plan • Annual Revenue Budgets • Capital Investment • Treasury Management • Budget Monitoring & Financial Performance • Financial Control • Revenues and Benefits • Human Resources, Learning and Development • Legal, Committee Services, Electoral Services, Members' Services & Local Land Charges • Corporate Procurement • Audit • ICT • Customer Service • Coroners and Registrars • Property and Asset Management 	RCC

<p>Children's Services</p> <p><i>Cllr Mark Versallion</i></p>	<p>Cllr Amanda Dodwell</p> <p>Cllr Sue Clark</p>	<p>Educating, protecting and providing opportunities for children and young people</p>	<ul style="list-style-type: none"> • Statutory Lead Member for Children's Services • Child Protection/Children in Need • Adoption & Fostering • Early Years & Child Care • Children and Young People's Engagement • Looked-After Children & Young People Leaving Care • Schools support • Educational Standards & Achievement • Children's Health • Integrated Youth Services • Family Support 	<p>EG</p>
<p>Social Care and Health and Housing</p> <p><i>Cllr Mrs Carole Hegley</i></p>	<p>Cllr Andrew Turner</p>	<p>Supporting and caring for an ageing population Promoting healthier lifestyles</p>	<ul style="list-style-type: none"> • Adult Social Care Services • Independent Living & Direct Payments • Carers' Support • Adult Protection • Older People's Champion • Adult Health Improvement & NHS Liaison • Drug & Alcohol Services • Strategic Housing Services and Operational Policies including Housing Needs Assessment • Homelessness • Supporting People, Special Needs Housing • Housing Stock Management 	<p>JO</p>

<p>Sustainable Communities – Strategic Planning and Economic Development</p> <p><i>Cllr Nigel Young</i></p>	<p>Cllr Tony Brown</p>	<p>Managing growth effectively</p>	<ul style="list-style-type: none"> • Planning and Development Strategy • Housing Strategy • Transport Strategy • Climate Change • Development Management • Economic Development and Physical Regeneration • Community Regeneration and Adult Skills • Business Growth, Inward Investment and Employment 	<p>RCC</p>
<p>Sustainable Communities - Services</p> <p><i>Cllr Brian Spurr</i></p>	<p>Cllr Budge Wells</p> <p>Cllr Ian Dalgarno</p>	<p>Creating safer communities Promoting healthier lifestyles</p>	<ul style="list-style-type: none"> • Community Safety and Public Protection • Waste Management • Highways & Transportation • Leisure, Sport and Recreation • Libraries, Museums and Culture • Countryside Access and Archives • Building Control 	<p>MC</p>
<p><i>Cllr Mrs Tricia Turner, MBE</i></p>		<p>All</p>	<ul style="list-style-type: none"> • Partnerships 	
<p><i>Cllr Richard Stay</i></p>		<p>All</p>	<ul style="list-style-type: none"> • External Affairs 	
<p>Committees of the Executive 2013/14</p>				
<p>The Rookery South (Resource Recovery Facility) Committee</p>	<p>Cllrs Nigel Young, Mrs Carole Hegley and Richard Stay.</p>			
<p>The BEaR Project Committee</p>	<p>Cllrs James Jamieson, Maurice Jones, Brian Spurr, Mrs Tricia Turner and Mark Versallion.</p>			

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Meeting: Council
Date: 18 April 2013
Subject: Appointments to the Police and Crime Panel and the Bedfordshire Fire and Rescue Authority 2013
Report of: Monitoring Officer
Summary: The report outlines the position on appointments for these two bodies.

Contact Officer: Mel Peaston, Committee Services Manager
Public/Exempt: Public
Wards Affected: All
Function of: Council

CORPORATE IMPLICATIONS

Council Priorities:

This report supports the Council's priority "Creating safer communities".

Financial:

None

Legal:

Under the Police and Social Responsibility Act 2011 the Bedfordshire Police and Crime Panel came into being in April 2012, the component authorities being Bedford Borough Council, Luton Borough Council and Central Bedfordshire Council. Appointments were made, in line with the proportionality requirements and the balanced appointment objective, for the period until April 2015. From that point appointments shall be made on a 4-yearly basis.

The Bedfordshire and Luton Combined Fire Authority has been renamed the Bedfordshire Fire and Rescue Authority. Appointments to this body are governed by the Bedfordshire Fire Services (Combination Scheme) Order 1996 (SI 1996/2918) as amended by SI 2009/119.

Risk Management:

None

Staffing (including Trades Unions):

None

Equalities/Human Rights:

The membership of the Police and Crime Panel is required, as far as is reasonably practical, to meet the “balanced requirement objective”. This means that the persons appointed should meet the following criteria:

- represent all parts of the Police Force’s area
- represent the political make-up of the constituent authorities individually and collectively
- have the skills, knowledge, and experience necessary for the Police and Crime Panel to discharge its functions effectively.

Public Health:

The appointments to the Police and Crime Panel and the Bedfordshire Fire and Rescue Authority contribute to increased confidence, impacting on wellbeing.

Community Safety:

The appointments assist the Police and Crime Commissioner and the Bedfordshire Fire and Rescue Authority to support and increase community safety.

Sustainability:

None

Procurement:

None

Overview and Scrutiny:

These appointments have not been considered by overview and scrutiny.

RECOMMENDATIONS:

1. **that the Council:**
 - (a) **notes that appointments were made for the first time to the Police and Crime Panel at the annual meeting of Council on 14 June 2012;**
 - (b) **notes that the membership of the PCP is currently:**
 - **Councillor Mrs Chapman, MBE**
 - **Councillor Ms Graham**
 - **Councillor Hollick**
 - **Councillor Spurr**
 - (c) **notes that appointments will be made to the Police and Crime Panel next at the Council’s annual meeting in 2015, and every four years thereafter;**

- 2. that the Council reaffirms the appointment of five Members to serve on the Bedfordshire Fire and Rescue Authority made at the meeting on 19 May 2011, set out below:**
- **Cllr Mrs Drinkwater**
 - **Cllr D McVicar**
 - **Cllr J Saunders**
 - **Cllr A Shadbolt**
 - **Cllr P Williams.**

Reason for Decision

1. To ensure that appointments are made as necessary to the Bedfordshire Police and Crime Panel and the Bedfordshire Fire and Rescue Authority.

Bedfordshire Police and Crime Panel

2. Bedfordshire Police and Crime Panel (PCP) includes representation from those local authorities in the Bedfordshire area, reflecting the area of the police force. The councils are Bedford Borough, Luton Borough and Central Bedfordshire. Central Bedfordshire Council's membership under the current proportionality of the constituent authorities is:
 - 3 Conservative Council members
 - 1 Independent Council member.
3. Appointments were made to the Police and Crime Panel at the Council's annual meeting on 14 June 2012. Later that year, a Council member (one of the PCP members) resigned and a by-election was held. The changes at that point led to changes in Central Bedfordshire Council's representation on the PCP. The current membership is set out at paragraph 1(b) above, and will remain in place until the annual meeting in 2015.

Bedfordshire Fire and Rescue Authority

4. Bedfordshire Fire and Rescue Authority provides fire and rescue services across the areas of Central Bedfordshire, Bedford Borough and Luton Borough and comprises up to 25 members, of whom 12 are to be members of the relevant councils.
5. The 1996 Order establishing the authority (as amended to reflect local government reorganisation in April 2009) requires that appointments should be made by each of the councils in proportion to its electorate, as follows:

Bedford Borough Council 3 seats

Central Bedfordshire Council 5 seats

Luton Borough Council 4 seats

6. Appointments are, as far as practical, to reflect the political balance within each appointing council. Central Bedfordshire previously appointed 5 members (4 Conservative and 1 Liberal Democrat). These were: Councillors Mrs Drinkwater, McVicar, John Saunders, Shadbolt and Williams. No change is proposed to these arrangements.

Appendices: None

Background Papers: none