

SURREY HEATH BOROUGH COUNCIL

Surrey Heath House
Knoll Road
Camberley
Surrey
GU15 3HD

Tuesday, 27 September 2016

To: The Members of the Surrey Heath Borough Council

Dear Councillor,

You are hereby summoned to attend a meeting of Surrey Heath Borough Council to be held in the Council Chamber, Surrey Heath House on Wednesday, 5 October 2016 at 7.00 pm. The business which it is proposed to transact at the meeting is set out below.

Please note that this meeting will be recorded.

Yours sincerely

Karen Whelan

Chief Executive

1. **Apologies for Absence**

To report apologies for absence.

2. **Minutes**

To approve as a correct record, the open minutes of the extraordinary meeting of the Council held on 24 August 2016.

3. **Mayor's Announcements**

4. **Leader's Announcements**

5. **Declarations of Interest**

Members are invited to declare any Disclosable Pecuniary Interests and non-pecuniary interests they may have with respect to matters which are to be considered at this meeting.

6. Questions from Members of the Public

To answer questions, if any, received under Council Procedure Rule 10 (Paragraph 3 of the Public Speaking Procedure Rules).

7. Questions from Councillors

To deal with questions, if any, received under Council Procedure Rule 11.

8. Review of Political Proportionality (Pages 5 - 8)

To review the political proportionality of committees following a change in the division of members into political groups.

9. Electoral Review - Warding Pattern Submission

To consider the recommendations from the Governance Working Group in relation to the Council's submission to the Local Government Boundary Commission on the future warding pattern of the Borough. (Report to follow)

10. Executive, Committees and Other Bodies

To receive the open minutes of the following bodies (minutes reproduced in the Minute Book), to answer questions (if any) in accordance with Council Procedure Rule 11.5 and to consider the recommendations as set out below:

- (a) Executive – 2 August 2016 and 6 September 2016

30/E Annual Report on the Treasury Management Service and Actual Prudential Indicators for 2015/16

Recommended that

- (a) **compliance with the Prudential Indicators for 2015/16 be noted; and**
- (b) **the Investment Limits for “Any Group of Pooled Funds under the same Management” in the 2016/17 Treasury Strategy be changed from £3m to £5m.**
- (b) Planning Applications Committee – 25 August 2016 and 22 September 2016
- (c) Audit and Standards Committee – 25 July 2016 and 19 September 2016
- (d) External Partnerships Select Committee – 20 September 2016 (to follow)
- (e) Performance and Finance Scrutiny Committee – 28 September 2016 (to

follow)

11. Portfolio Holder's Question Time (Pages 9 - 10)

Councillor Charlotte Morley, the Regulatory Portfolio Holder to answer questions on issues relating to her areas of responsibility (Areas of Responsibility of the Regulatory Portfolio Holder are attached).

12. Exclusion of Press and Public

The Mayor to move "That under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the consideration of the business set out in items 13 and 14 below on the ground that they involve the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the Act."

13. Council, Executive and Committees - Exempt (Pages 11 - 12)

To receive the exempt minutes (reproduced in the Council Minute Book), to answer questions (if any) in accordance with Council Procedure Rule 11.5 and to consider any recommendations.

14. Review of Exempt Items

To review those items or parts thereof which can be released as information available to the public.

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Review of Political Proportionality

Portfolio:	Leader
Ward(s) Affected:	n/a

Purpose

To review the political proportionality of committees.

Background

1. As a result of a change in the division of members into political groups, the Council is asked to review the proportional political allocation of places on committees and to adopt a revised scheme of proportionality.
2. Annex A sets out the political proportionality for committees and the overall political proportionality.

Political Proportionality

3. The Local Government and Housing Act 1989 requires seats on committees to be allocated in proportion to the political composition of the Council. Only with no councillor voting against such a decision, can an authority decide that it wishes to adopt an arrangement other than a proportional one. Where there has been a change in the division of members into political groups, local authorities are required to review political proportionality as soon as practical.
4. The number of seats of each group on the Council and the resulting percentages are now as follows:

<u>Conservative Group</u>	<u>Others Group</u>	<u>Ungrouped</u>
35 87.5%	4 10.0%	1 2.5%

5. In determining the allocation of seats on committees, the proportion that each political group forms of the total membership of the Council is applied to the total number of elected councillor seats on each committee. Fractional entitlements of less than one half are rounded down and entitlements of one half or more are rounded up. So that this process of rounding does not result in disproportionate advantage to one political group, the aggregate membership of all the committees must also be in line with the proportions on the Council.

Options

7. The Council has no option but to review political proportionality as a result of the change in the division of members into political groups. Where it is not possible to achieve absolute proportionality for each committee, the scheme agreed must achieve overall proportionality across all the committees of the Council.
8. The Executive is not required to be proportionally balanced.

Proposal

9. The Council, at its meeting on 18 May 2016, appointed the committees as set out at Annex A with the committee sizes shown.
10. The Annex incorporates a revised scheme of proportionality for 2016/17. This scheme achieves the required balance between the two political groups and the ungrouped councillor on the Council.
11. As a result, the Conservative Leader's Group nominations in respect of its revised memberships of the Committees will be circulated at the meeting.

Resources Implications

10. There are no resource implications arising from this report.

Recommendation

11. The Council is advised to RESOLVE that the revised scheme of proportionality as set out at Annex A be adopted.

Background Papers: None

Author: Jane Sherman - Democratic and Electoral Services Manager
e-mail: Jane.sherman@surreyheath.gov.uk

Executive Head of Service: Richard Payne – Executive Head of Corporate

Scheme of Proportionality

Committee	Conservative Group	Opposition Group	Ungrouped	TOTAL
Planning Applications	14	2	-	16
Licensing	12	2	1	15
External Partnerships Select	14	1	-	15
Performance and Finance Scrutiny	12	1	1	14
Audit and Standards	6	1	-	7
Appointments	4	1	-	5
Total seats	62	8	2	72
% of Committee seats	86.1%	11.1%	2.7%	100%
% of Council membership	87.5%	10.0%	2.5%	100%

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EXECUTIVE PORTFOLIO – REGULATORY PORTFOLIO

All the members of the Executive have collective responsibility for decisions taken by the Executive under its terms of reference and for decisions taken by officers in accordance with the Scheme of Delegation as it relates to the functions of the Executive. The responsibilities of the portfolio holders are set out Part 3 Section D of the Constitution.

The role of a Portfolio Holder is to

- (a) to be accountable for those services within the portfolio areas of responsibility, taking the lead publicly in relation to the Executive's activities in those areas, both inside and outside the Council;
- (b) to take the lead on discussions at Executive meetings for those matters falling within the portfolio responsibilities;
- (c) to present any Executive recommendations on matters falling within the portfolio responsibilities to Council; and
- (d) to respond to issues raised by the scrutiny committees relating to the portfolio responsibilities.

The areas of responsibility currently identified for the Regulatory Portfolio are:

- Development Control
- Drainage
- Land Charges and Technical Support
- Planning Policy & Conservation
- Private Sector Housing Enforcement
- Housing

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By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Agenda Item 13.

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