



Addenbrooke House Ironmasters Way Telford TF3 4NT

## ANNUAL COUNCIL

Date	<b>Thursday, 23 May 2019</b>	Time	<b>6.00 pm</b>
Venue	<b>The Place, Limes Walk, Oakengates, Telford, TF2 6EP</b>		

I am now able to enclose the following reports that were unavailable when the agenda was printed.

### AGENDA No.

18. **Appointment of Committees and Boards for 2019/20 and Member Allowances**

Page  
3 - 16

To confirm the appointment of the Committees and Boards of the Council for 2019/20, including the Chairs, Vice-Chairs and Members to serve on those bodies.

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## **TELFORD & WREKIN COUNCIL**

**ANNUAL COUNCIL – 23 MAY 2019**

### **APPOINTMENT OF COMMITTEES AND BOARDS FOR 2019/20 AND MEMBERS ALLOWANCES**

### **REPORT OF THE ASSISTANT DIRECTOR GOVERNANCE, PROCUREMENT & COMMISSIONING**

#### **PART A) – SUMMARY REPORT**

##### **1. SUMMARY OF MAIN PROPOSALS**

- 1.1 This report sets out the Committees and Boards to be appointed for the 2019/20 municipal year; the Members who will serve on these bodies; and the proposed nominees for Chair and Vice-Chair.
- 1.2 The report also invites Members to consider whether to convene a meeting of the Independent Remuneration Panel, (“the Panel”).

##### **2. RECOMMENDATIONS**

- 2.1 That Council appoints the Committees and Boards, as shown at Appendix 1 of this report, for the 2019/20 Municipal Year, and approves the appointment of the Chair and Vice-Chair for each body;
- 2.2 That the Monitoring Officer be authorised to give effect to nominations to Committees and Boards notified to him in writing by Group Leaders;
- 2.3 That confirmation of the Terms of Reference for each Committee and Board be delegated to the relevant Committee or Board;
- 2.4 That an Independent Remuneration Panel be convened to consider the current scheme for members allowances and decide whether or not to recommend any changes to it;
- 2.5 That the Independent Remuneration Panel be chaired by Professor Steve Leach and that Graham Wynn OBE, as a representative of the business community and Caro Hart, as a representative of the third sector, be invited to sit on the Panel with him; and
- 2.6 That members agree to receive the final report from the Independent Remuneration Panel at Council on 19 September 2019 but that the Panel are asked to report on the basis that any recommendations made by them are backdated to be implemented from the beginning of the civic year on 24 May 2019.

### 3. SUMMARY IMPACT ASSESSMENT

<b>COMMUNITY IMPACT</b>	Do these proposals contribute to specific Co-Operative Council priority objective(s)?	
	Yes	Members have key roles in setting, and monitoring progress against the Council's corporate priorities.
	Will the proposals impact on specific groups of people?	
	Yes	The Member Allowances scheme applies to all elected Members.  It is important that representation is secured by people from across the population in Telford and this ambition can be helped by the way that the allowances/expenses scheme is developed.
<b>TARGET COMPLETION/DELIVERY DATE</b>	19 September 2019	
<b>FINANCIAL/VALUE FOR MONEY IMPACT</b>	Yes	The budget for Members Allowances in 2019/20 is £641k, and reflects the expected cost of allowances based on the current scheme.  The financial implications of the independent review will not be known until the final report of the Panel is produced and so cannot be determined until the meeting of the Council on 19 <sup>th</sup> September.  RP-21/05/2019
<b>LEGAL ISSUES</b>	Yes	The Panel is convened under The Local Authorities (Members' Allowances) (England) Regulations 2003. These regulations (which arise out of provisions in the Local Government Act 2000) require local authorities to use an advisory Independent Remuneration Panel, to review and provide advice on Members' allowances. The Council must establish and convene the Panel and seek its advice before making any changes or amendments to the allowances scheme and Council must have regard to the recommendations

		<p>of the Panel before agreeing a scheme of allowances for members.</p> <p>The Council has not convened such a Panel since 2010. The Monitoring Officer recommends that a panel is convened at the earliest opportunity to review the existing arrangements as local government circumstances have changed significantly during this period and the proposals for committees need to be reviewed to reflect the priorities of the Council.</p>
<b>OTHER IMPACTS, RISKS &amp; OPPORTUNITIES</b>	No	No specific issues arising.
<b>IMPACT ON SPECIFIC WARDS</b>	No	Borough Wide.

## **PART B) – ADDITIONAL INFORMATION**

### **4.0 INFORMATION**

- 4.1 In accordance with the Constitution, the Annual Meeting of the Council will appoint such committees and boards as the Council considers appropriate to deal with matters which are neither reserved to the Council nor are Cabinet functions; will agree the size of each Committee; and will appoint a Chair, Vice-Chair, Members and substitute Members (where appropriate) for each committee and board in accordance with political balance rules. Council also notes the size of the Cabinet and the Leader's appointments of Deputy Leader and other Cabinet members
- 4.2 The various Committees and Boards to be appointed for 2019/20 are shown at Appendix 1.
- 4.3 Political balance rules have been applied where appropriate in terms of:
- (a) the allocation of seats to political groups on each individual Committee/Board; and
  - (b) the overall number of seats allocated to each political group reflecting the relative size of each group as a percentage of the total number of Council members.
- 4.4 Group Leaders have been notified of the allocation of seats to the Committees/Boards, based on the principles set out at paragraph 4.3. Each political group has submitted nominations to its allotted seats, and the proposed membership for each Committee/Board (including substitutes where appropriate) is shown at Appendix 1.

- 4.5 Appendix 1 also shows the nominees for Chair of each body and for Vice-Chair of each body (except for Scrutiny Board/Committees), for approval.
- 4.6 Council is also asked to re-assert delegated authority to the Monitoring Officer to appoint Members to Committees and Boards in consultation with Group Leaders as notified in writing. This delegation avoids the necessity to refer each nomination to Council and it is effectively an administrative task. If the delegation is approved, the Monitoring Officer must give effect to the nomination, provided it is lawful and not contrary to the Council's own procedure rules or when the appointment is exercisable only by the Cabinet.
- 4.7 The Constitution requires Council to agree the Terms of Reference of all Committees and Boards. It is recommended that each Committee be authorised to review its own Terms of Reference.
- 4.8 The Council has an advisory Independent Remuneration Panel to review and provide advice on Members Allowances. The Panel last met and made recommendations for consideration by Council in April 2010 and the scheme of allowances, as detailed at Appendix 2, was agreed at that meeting and has been in operation ever since.
- 4.9 The allowances scheme can no longer take into account indexation provisions and best practice recommends that the scheme be reviewed every four years. Allied to the fact that the role of Councillor and the remit/ relative workloads of some of the Boards and Committees has changed since the introduction of the current scheme, the Monitoring Officer strongly recommends that the Panel be re-convened to consider and update the scheme.
- 4.10 There are a number of options for agreeing the size and constitution of the Panel but, attached at Appendix 3, is a proposal for the make-up and terms of reference of the Panel for Members' consideration.
- 4.11 If the Council agrees that the Panel should be re-convened then it is recommended that the Panel is established as soon as possible and invited to report back to the next meeting of Council on 19 September 2019.
- 4.12 The Council has discretion whether to accept the report of the Independent Remuneration Panel in its entirety, in part or to reject it. The Council must also decide the effective date for implementation of the recommendations which may vary between different recommendations. Recommendations may be backdated.

**5. IMPACT ASSESSMENT – ADDITIONAL INFORMATION**

None.

**6. PREVIOUS MINUTES**

None.

7. **BACKGROUND PAPERS**

None.

***Report prepared by Deborah Moseley, Democratic & Scrutiny Services Team  
Leader – Tel: (01952) 383215***

**GOVERNANCE**

<b>Audit Committee – 7 Seats</b>	
Cllr Paul Watling (Lab) <b>(Chair)</b> Cllr Charles Smith (Lab) <b>(Vice Chair)</b> Cllr Nathan England (Lab) Cllr Vanessa Holt (Lab) Cllr Adrian Lawrence (Con) Cllr Kuldip Sahota (Lab) Cllr Bill Tomlinson (LibDem&Ind)	

<b>Boundary Review Committee – 7 Seats</b>	
Cllr Concepta Cassar (Lab) <b>(Chair)</b> Cllr Richard Overton (Lab) <b>(Vice-Chair)</b> Cllr Karen Blundell (LibDem&Ind) Cllr Nigel Dugmore (Con) Cllr Jayne Greenaway (Con) Cllr Angela McClements (Lab) Cllr John Thompson (Lab)	

<b>Council Constitution Committee – 7 Seats</b>	
Cllr Malcolm Smith (Lab) <b>(Chair)</b> Cllr Charles Smith (Lab) <b>(Vice-Chair)</b> Cllr Ian Fletcher (Con) Cllr Veronica Fletcher (Con) Cllr John Thompson (Lab) Cllr Bill Tomlinson (LibDem&Ind) Cllr Derek White (Lab)	

<b>Standards Committee – 7 Seats</b>	
Cllr Janice Jones (Lab) <b>(Chair)</b> Cllr Arnold England (Lab) <b>(Vice Chair)</b> Cllr Terry Kiernan (Con) Cllr Gilly Reynolds (Lab) Cllr Peter Scott (LibDem&Ind) Cllr Jacqui Seymour (Con) Cllr Paul Watling (Lab)	

## REGULATORY

<b>Licensing Committee – 10 Seats</b>	
Cllr Liz Clare (Lab) ( <b>Chair</b> ) Cllr Chris Turley (Lab) ( <b>Vice-Chair</b> ) Cllr Miles Hosken (Con) Cllr Terry Kiernan (Con) Cllr James Lavery (Lab) Cllr Leon Murray (Lab) Cllr Kuldip Sahota (Lab) Cllr Charles Smith (Lab) Cllr Malcolm Smith (Lab) Cllr John Thompson (Lab)	<b><u>Labour Subs</u></b> Cllr Mark Boylan Cllr Concepta Cassar Cllr Graham Cook Cllr Vanessa Holt Cllr Angela McClements Cllr Kelly Middleton Cllr Gemma Offland Cllr Derek White  <b><u>Conservative Subs</u></b> Cllr Eric Carter Cllr Jacqui Seymour

<b>Planning Committee – 9 Seats</b>	
Cllr Charles Smith (Lab) ( <b>Chair</b> ) Cllr Jackie Loveridge (Lab) ( <b>Vice Chair</b> ) Cllr Nigel Dugmore (Con) Cllr Ian Fletcher (Con) Cllr Amrik Jhawar (Lab) Cllr Janice Jones (Lab) Cllr Kelly Middleton (Lab) Cllr Peter Scott (LibDem&Ind) Cllr Chris Turley (Lab)	<b><u>Labour Subs</u></b> Cllr Liz Clare Cllr Gemma Offland Cllr Kuldip Sahota Cllr Eileen Callear Cllr Graham Cook Cllr Derek White <b><u>Conservative Subs</u></b> Cllr Veronica Fletcher Cllr Jayne Greenaway <b><u>Lib Dem &amp; Ind Sub</u></b> Cllr Bill Tomlinson

## SCRUTINY

<b>Scrutiny Management Board – 8 Seats</b>	
Cllr Derek White (Lab) ( <b>Chair</b> ) Cllr Stephen Bentley (Con) Cllr Nathan England (Lab) Cllr Thomas Janke (LibDem&Ind) Cllr Angela McClements (Lab) Cllr Gilly Reynolds (Lab) Cllr Jacqui Seymour (Con) Cllr Chris Turley (Lab)	

**Scrutiny Committee – Business, The Economy and  
Infrastructure – 7 Seats**

Cllr Gilly Reynolds (Lab) **(Chair)**  
Cllr Eileen Callear (Lab)  
Cllr Graham Cook (Lab)  
Cllr Vanessa Holt (Lab)  
Cllr Thomas Janke (LibDem&Ind)  
Cllr Tim Nelson (Con)  
Cllr Gemma Offland (Lab)

**Scrutiny Committee – Children & Young People – 9 Seats**

Cllr Angela McClements (Lab) **(Chair)**  
Cllr Mark Boylan (Lab)  
Cllr Ian Fletcher (Con)  
Cllr Jayne Greenaway (Con)  
Cllr Vanessa Holt (Lab)  
Cllr Janice Jones (Lab)  
Cllr Gemma Offland (Lab)  
Cllr Jane Pinter (Lab)  
Cllr Karen Tomlinson (LibDem&Ind)

**Scrutiny Committee – Council Finance & Commercial  
Services – 7 Seats**

Cllr Nathan England (Lab) **(Chair)**  
Cllr Eric Carter (Con)  
Cllr Arnold England (Lab)  
Cllr Janice Jones (Lab)  
Cllr Adrian Lawrence (Con)  
Cllr Kuldip Sahota (Lab)  
Cllr Paul Watling (Lab)

**Scrutiny Committee – Communities, Equalities and  
Accessibility – 7 Seats**

Cllr Chris Turley (Lab) **(Chair)**  
Cllr Eric Carter (Con)  
Cllr Concepta Cassar (Lab)  
Cllr Terry Kiernan (Con)  
Cllr James Lavery (Lab)  
Cllr Kuldip Sahota (Lab)  
Cllr Thomas Janke (LibDem&Ind)

<b>Scrutiny Committee – Health &amp; Adult Care – 9 Seats</b>	
Cllr Derek White (Lab) <b>(Chair)</b> Cllr Mark Boylan (Lab) Cllr Stephen Burrell (Con) Cllr Veronica Fletcher (Con) Cllr Miles Hosken (Con) Cllr Jackie Loveridge (Lab) Cllr Kelly Middleton (Lab) Cllr Leon Murray (Lab) Cllr Paul Watling (Lab)	

<b>Joint Health &amp; Overview Scrutiny Committee – 3 Seats</b>	
Cllr Derek White (Lab) <b>(Chair)</b> Cllr Paul Watling (Lab) Cllr Stephen Burrell (Con)	

**PERSONNEL**

<b>Appeals Committee – 7 Seats</b>	
Cllr Jane Pinter (Lab) <b>(Chair)</b> Cllr Janice Jones (Lab) <b>(Vice-Chair)</b> Cllr Stephen Bentley (Con) Cllr Liz Clare (Lab) Cllr Nigel Dugmore (Con) Cllr Angela McClements (Lab) Cllr Derek White (Lab)	<b><u>Labour Subs</u></b> Cllr Concepta Cassar Cllr Graham Cook Cllr Vanessa Holt Cllr Kelly Middleton Cllr Paul Watling <b><u>Conservative Subs</u></b> Cllr Veronica Fletcher Cllr Miles Hosken

<b>Personnel Committee – 7 Seats</b>	
Cllr Shaun Davies (Lab) <b>(Chair)</b> Cllr Richard Overton (Lab) <b>(Vice Chair)</b> Cllr Lee Carter (Lab) Cllr Andrew Eade (Con) Cllr Rae Evans (Lab) Cllr Raj Mehta (Lab) Cllr Bill Tomlinson (LibDem&Ind)	

## OTHER

<b>Combined Fire Authority – 5 Seats</b>	
Cllr Karen Blundell (LibDem&Ind) Cllr Eric Carter (Con) Cllr Leon Murray (Lab) Cllr Kuldip Sahota (Lab) Cllr John Thompson (Lab)	

<b>Health &amp; Wellbeing Board – 16 Seats</b>	
Cllr Andy Burford	Cabinet Member TWC
Cllr Rae Evans	Cabinet Member TWC
Cllr Shirley Reynolds	Cabinet Member TWC
Cllr Hilda Rhodes	Cabinet Member TWC
Cllr Karen Tomlinson	Lib Dem & Independent Group, TWC
Cllr Jacqui Seymour	Conservative Group, TWC
Dr J Leahy	Chair, Telford & Wrekin CCG
B Parnaby	Healthwatch
D Evans	Chief Operating Officer, Telford & Wrekin CCG
C Jones	Director: Children's & Adult Services, TWC
L Noakes	Director of Public Health, TWC
S Dillon	Assistant Director: Early Help & Support, TWC
P Moxley	Community Safety Partnership
R Woods	NHS England (North Midlands – Shropshire & Staffordshire)
P Evans	Sustainable Transformation Plan
W Condlyffe	CVS Chief Officers Group

<b>CSE Inquiry Member Advisory Group – 6 Seats</b>	
Cllr Stephen Bentley (Con) Cllr Karen Blundell (LibDem&Ind) Cllr Nathan England (Lab) Cllr Tim Nelson (Con) Cllr Hilda Rhodes (Lab) Cllr Peter Scott (LibDem&Ind)	

<b>WMCA Board – 1 Seat</b>	
Cllr Shaun Davies (Lab)	<b>Substitute</b> Cllr Lee Carter (Lab)

<b>WMCA Overview &amp; Scrutiny Committee - 1 Seat per county area</b>	
Nominee from Shropshire Council	<b>Substitute</b> Cllr Derek White (Lab)

<b>WMCA Audit, Risk &amp; Assurance Committee - 1 Seat per county area</b>	
Nominee from Shropshire Council	<b>Substitute</b> Cllr Paul Watling (Lab)

<b>West Mercia Energy Joint Committee – 2 Seats</b>	
Cllr Lee Carter (Lab) Cllr Rae Evans (Lab)	<b>Substitutes</b> Cllr Richard Overton (Lab) Cllr Paul Watling (Lab)

## Members' Remuneration Scheme

### Explanatory Comment

The Members Remuneration Scheme set out below is as approved by the Council in April 2010. The Council received a report from an Independent Remuneration and Allowances Panel which recommended a revised Remuneration Scheme for the Authority.

### Remuneration Scheme

The Members Remuneration Scheme 2010/11 provided for:-

- All Members to receive a basic allowance, currently £7,870
- The following positions attract a special responsibility allowance (in addition to the basic allowance).

Chairman of Cabinet/Leader	£23,768.00
Deputy Leader	£15,898.00
Cabinet Member	£11,805.00
Chairman of Scrutiny Committees	£ 7,139.00
Main Opposition Group Leader	£ 9,837.00
Minority Opposition Group Leaders	£ 3,664.00
Chairman of Plans Board	£ 7,870.00
Chairman of Licensing Committee	£ 7,870.00
Chairman of Audit Committee	£ 7,870.00
Independent Chairman of Standards Committee	£ 3,933.00
Chairman of Appeals Committee	£ 2,361.00
Speaker	£ 2,606.00

- The scheme provides for travel, subsistence, childcare and dependant carers allowances to also be claimed by Members.
- It is a condition of the Scheme that a Member can receive no more than one Special Responsibility Allowance even if he/she occupies more than one position which has a Special Responsibility Allowance entitlement.
- The Scheme allows for an annual uprating of the Basic Allowance and Special Responsibility Allowances in line with the pay award for local authority employees. The annual uprating will be applied at the start of the Municipal Year and backdated to the start of the civic year if the pay award has not been formalised by the date of Annual Council.
- The Mayor/Deputy Mayor are reimbursed expenses in accordance with **Sections 3 and 5 of the Local Government Act 1972**. The Mayor receives £4,664.00 and the Deputy Mayor £2,479.00

All matters relating to Members Remuneration are shown as being Council responsibility under The Local Authorities (Members' Allowances) (England) Regulations 2003 (arising out of provisions in the Local Government Act 2000)

## Independent Remuneration Panel Terms of Reference

Issue	Recommendation	Relevant Guidance
<b>Size</b>	3	Councils should avoid large panels which would be unable to be an effective and publicly accountable source of clear recommendations.
<b>Membership</b>		A local authority will need to consider ... its appointments process having regard to ... the need to ensure that this process commands public confidence throughout all the communities in the local authority's area.
		Local authorities may wish to advertise for candidates in local papers or may wish to ask particular stakeholders, e.g. the voluntary sector or the local business community
	Professor Steve Leach	Steve Leach, on retirement became Emeritus Professor of Local Government in the Department of Politics & Public Policy at De Montfort University (Leicester) where he had worked since 1996 and he remains academically active. Prior to that he held various positions at the Institute of Local Government Studies, University of Birmingham. He also carries out a wide range of consultancy projects for individual local authorities and has chaired Independent Remuneration Panels for a number of Councils.
	Graham Wynn OBE	A prominent local business man and the Chair of the Marches Local Enterprise Partnership.
	Caro Hart	Third/Voluntary Sector Representative
<b>Term</b>	5 years (reviewable at the discretion of full Council)	The panel may become more effective as its knowledge and understanding of members' allowances is increases accordingly local authorities may wish to consider appointing members of the panel for a term of office of several years, perhaps 3-5 years.
<b>To review</b>	Basic allowances	54
	Leader	1
	Deputy Leader	1
	Cabinet Members	Up to 8
	Opposition group Leaders	Currently 2

	Chairship of Council Committees	
	Speaker	1
	Indexation	Clarity when this should apply
	Expenses	
	Maternity and Family Leave	To consider what, if any, provision should be made for Members' entitlement to maternity, paternity, shared parental and adoption leave and relevant allowances.