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**THE WORSHIPFUL THE MAYOR
AND COUNCILLORS OF THE
LONDON BOROUGH OF ENFIELD**

Please
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Date: 07 May 2013

To all members of the Council

Annual Council Meeting: Wednesday 8 May 2013 – “To Follow” Papers

Please find attached the following item marked as “To Follow” on the agenda for tomorrow night’s Annual Council meeting:

Agenda Item 11:Membership of Committees & Panels (Report No.1) (Pages 1 – 6)

Also attached is an updated version of the Calendar of Meetings (Agenda Item 15) which has been amended to include some new and other late changes in dates. The changes have been highlighted in bold and I’d be grateful if you could replace the calendar circulated as part of the original agenda with the version attached.

Please could you also note that the provisional reference from the Members & Democratic Services Group) regarding membership of the Planning Committee (Agenda Item 12.1) has been withdrawn from consideration, following the Group meeting on 2 May 2013. This is in order to allow a more detailed membership review of the Committee, which is due to be completed in time for consideration at the next Council meeting in July 2013.

In terms of the remaining “To Follow” papers, please could you note that both the Committee Membership list (Agenda Item 12.2) and Outside bodies list (Agenda Item 13) are currently being finalised, and will therefore be tabled at tomorrow night’s meeting.

I hope this is all okay, but if you should have any queries then please come back to me.

Yours Sincerely

James Kinsella

Governance Team Manager

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MUNICIPAL YEAR 2013/14 REPORT NO. 1**MEETING TITLE AND DATE:**

COUNCIL
- 8th May 2013

REPORT OF:

Director of Finance, Resources
and Customer Services

Contact Officer:

John Austin
020 8379 4094 email
John.Austin@enfield.gov.uk

AGENDA - PART:	1	ITEM: 11
SUBJECT:		
MEMBERSHIP OF COMMITTEES AND PANELS - REVIEW		
WARDS: All		

1. EXECUTIVE SUMMARY

- 1.1 Council is required to determine the constitution and political balance of the committees, joint committees and panels that have been set up for the purpose of discharging its functions.
- 1.2 The report reflects the recent change in political representation on the Council, which was subject to review at the Council meeting on 27 February 2013.

2. RECOMMENDATIONS

- 2.1 That as a result of the review, the seats allocated to each political party on the committees and boards to which Section 15 of the Local Government and Housing Act 1989 apply, be as set out in Appendix A of this report.
- 2.2 In accordance with paragraph 3.3 of the report, Council resolves without dissent that the rules of political proportionality should not apply to those bodies marked with an asterisk on Appendix A.

3. BACKGROUND

- 3.1 Section 15 of the Local Government and Housing Act 1989 imposes a duty on Councils to review the representation of different political groups on bodies to which the Council makes appointments. The Act requires that the review should be held at the Annual Meeting or as soon as practicable after that meeting or when the membership of the Council changes.

- 3.2 The Act provides four principles concerning political representation that must be observed when conducting a review. The four principles are:-
- (a) That not all seats are allocated to the same political party.
 - (b) That the political group with the majority of seats should have the majority of seats on each committee.
 - (c) Subject to (a) and (b) that the total number of seats allocated to political groups on all committees (to which Section 15 of the Act applies), shall be in the same proportion as the total number of seats on the authority held by each political group.
 - (d) Subject to (a) to (c) that the number of seats allocated to each political group on a committee (to which Section 15 of the Act applies), shall be the same as the proportion of the total number of seats on the authority held by each political group.
- 3.3 The fourth principle can be waived if the members of the Council agree with no member voting against. Where the fourth principle is waived the allocation of seats on the committee in question must still be included in the calculation as to the total number of seats held by each political group on all committees.
- 3.4 The committees and boards to which the provisions of Section 15 of the Act apply are shown in Appendix A together with the overall political balance of the Council.
- 3.5 Although the political balance on the Council now includes one Independent Member there is no requirement to include that member within the political proportionality review as they do not constitute a “political group” under the requirements of Section 15 of the Local Government & Housing Act 1989.

5. ALTERNATIVE OPTIONS CONSIDERED

None – Council is required under Section 15 of the Local Government and Housing Act 1989 to review the representation of different political groups on bodies to which it makes appointments whenever there is a change in political representation. The Act requires that the review should be held at the Annual Meeting or as soon as practicable after that meeting or the change has occurred.

6. REASONS FOR RECOMMENDATIONS

- 6.1 There is a duty imposed on the Council to review, at the Annual Meeting or as soon as possible thereafter, the political balance of bodies to which it makes appointments.

- 6.2 The bodies in question are the committees and boards shown in the table contained in the appendix to this report.
- 6.3 The table shows the political balance of the Council and the number of seats suggested for allocation to each political party in respect of each committee or board, so as to comply with the provisions of Section 15 of the Local Government and Housing Act 1989.

7. COMMENTS OF THE DIRECTOR OF FINANCE, RESOURCES & CUSTOMER SERVICES AND OTHER DEPARTMENTS

7.1 Financial Implications

There are no financial implications arising from the recommendations contained within this report.

7.2 Legal Implications

There is a specific duty imposed on the Council to review each year at the Annual meeting, or as soon as practicable thereafter, the representation of different political groups. The legislation provides that the Council may make alternative arrangements to the 'proportionality' principles within this report only by a unanimous vote. However a political group may decide to offer a seat on a committee or panel to another political group. This does not affect the proportionality principles as it remains within the gift of that political group to determine how it wishes to exercise that discretion, if at all.

8. KEY RISKS

The Council has a statutory duty to review at its Annual meeting, or as soon as practicable thereafter, the representation of different political groups. The proposals detailed in this report support that duty.

9. EQUALITIES IMPACT IMPLICATIONS

The review and proposals within this report will help to ensure the fair, equal and consistent allocation of seats between each political party on Council bodies. The proposals have not been subject to a detailed equalities impact assessment.

10. IMPACT ON COUNCIL PRIORITIES

Fairness for All and Strong Communities

The review will have a positive impact on members representational roles and a consequential impact on communities and the Council's overall governance arrangements.

11. PERFORMANCE MANAGEMENT IMPLICATIONS

None identified.

12. PUBLIC HEALTH IMPLICATIONS

None identified

Background Papers

None.

Title of Meeting	No. of Members	Labour	Conservative	Independent Member	Total %
		36 57.10%	26 41.30%	1 1.60%	63 100%
Overview & Scrutiny Committee*	7	5	2		7
Children & Young Peoples Scrutiny Panel	9	5	4		9
Sustainability & Environment Scrutiny Panel	9	5	4		9
Health & Wellbeing Scrutiny Panel	9	5	4		9
Housing, Growth & Regeneration Scrutiny Panel	9	5	4		9
Crime and Safety & Strong Communities Scrutiny Panel	9	5	4		9
Older People & Vulnerable Adults Scrutiny Panel*	9	6	3		9
Commission on Worklessness	3	2	1		3
Councillor Conduct Committee *	4	2	2		4
Audit Committee	7	4	3		7
Remuneration Sub Committee	3	2	1		3
Planning Committee	15	9	6		15
Conservation Advisory Group	5	3	2		5
Members & Democratic Services Group	5	3	2		5
Green Belt Forum	5	3	2		5
Licensing Committee*	15	8	7		15
Learning Difficulties Partnership Board *	2	2	0		2
Joint Consultative Group for Teachers & Staff Forum	5	3	2		5
Member Governor Forum	5	3	2		5
Secondary Tuition Centre *	2	1	1		2
Schools Forum *	1	1	0		1
Standing Advisory Council for Religious Education *	4	2	2		4
Adoption Panel *	1	1	0		1
Fostering Panel *	1	0	1		1
Corporate Parenting Group *	2	1	1		2
Appointment Panel	5	3	2		5
Edmonton Partnership Working Group	5	3	2		5
Electoral Review Panel	7	4	3		7
Pension Fund Board	7	4	3		7
Public Transport Consultative Group*	10	5	5		10
Staff Appeals Panel	11	6	5		11
Tourism & Twinning Working Party*	6	3	3		6
Housing Services Board	3	2	1		3
TOTAL	200	116	84	0	200
Actual Percentage of Representation		58.00%	42.00%	0.00%	100%

*In accordance with paragraph 3.3 of the report, Council resolves without dissent that the rules of political proportionality should not apply to those bodies marked above with an asterisk.

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LBE CALENDAR OF MEETINGS 2013/2014 (Circulation No 2 – May 2013)

	MAY 13	JUNE 13	JULY 13	AUG 13	SEPT 13	OCT 13	NOV 13	DEC 13	JAN 14	FEB 14	MAR 14	APR 14	MAY 14
COUNCIL	Wed 8 Annual		Wed 17			Wed 9	Wed 27		Wed 29	Wed 26	Wed 19	Wed 2	Annual Wed 21
CABINET													
Local Plan Cabinet Sub-Committee	Wed 22	Wed 19	Wed 10		Wed 18	Wed 16	Wed 13	Wed 11	Wed 22	Wed 12	Wed 12	Wed 23	Wed 21
Policy Cabinet Sub-Committee	Thurs 16	Wed 12	Wed 3		Wed 11	Tues 8	Wed 6	Tues 3	Wed 15	Wed 5	Wed 26		
Enfield Residents' Priority Fund Cab Sub	Wed 15	Thurs 6	Thurs 11	Thurs 22	Thurs 12	Thurs 10	Thurs 7	Thurs 5	Thurs 16	Thurs 6	Thurs 6	Thurs 3	
Enfield Community Capacity Building Fund Cabinet Sub-Committee											Tues 25		
SCRUTINY													
OVERVIEW & SCRUTINY COMMITTEE	Thurs 9 *Mon 13 *Tues 28	*Tues 04 *Thurs 20 *Tues 25	*Wed 3 *Tues 16 Wed 31	*Wed 7 *Thurs 22	*Wed 11 Wed 25	*Thurs 17 *Thurs 24 *Wed 31	Thurs 14 *Wed 20 *Thurs 28	*Wed 4 *Thurs 12	*Mon 6 *Tues 14 *Thurs 30	*Thurs 6 *Thurs 13 *Wed 19	*Mon 3 Thurs 13 *Thurs 27	*Thurs 8 *Thurs 15 *Wed 30	*Tues 6 *Tues 20
PANELS													
Children and Young People Sustainability and Environment	Thurs 23	Tues 25			Wed 18		Thurs 7		Tues 7		Tues 4		
Health & Wellbeing	Thurs 14	Wed 26			Tues 03		Tues 12		Thurs 16		Thurs 6		
Housing, Growth & Regeneration	Wed 15		Thurs 4		Thurs 12		Thurs 21		Tues 21		Tues 11		
Older People and Vulnerable Adults	Wed 22	Wed 5	Tues 2		Thurs 19		Tues 19		Wed 15		Wed 26	Thurs 1	
Crime & Safety and Strong Communities		Wed 12	Thurs 11		Thurs 3		Tues 8				Wed 26	Thurs 3	
AUDIT COMMITTEE													
Remuneration Sub-Committee		Thurs 6	Tues 9		Thurs 26		Thurs 21		Thurs 9		Wed 5		
COUNCILLOR CONDUCT COMMITTEE		Tues 25			Thurs 5		Wed 6			Tues 11	Tues 4		
PLANNING COMMITTEE	Tues 21	*Mon 3 Tues 18	**Thurs 4 Tues 23	Tues 20	**Wed 4 Tues 24	**Wed 2 Tues 22	**Tues 5 Tues 26	Tues 17	Tues 28	**Thurs 13 Tues 25	Tues 25	Thurs 29	
Conservation Advisory Group	Thurs 23	Thurs 27	Wed 24	Thurs 22	Thurs 26	Thurs 24	Thurs 24	Tues 3	Tues 7	Tues 4	Tues 4	Thurs 3	
Green Belt Forum			Tues 2			Tues 15			Thurs 9			Thurs 22	
AREA FORUMS													
• Bowes, Palmers Green & Southgate Green			Thurs 18		Wed 23				Wed 8		Thurs 20		
• Bush Hill Park, Grange & Winchmore Hill		Wed 26		Wed 11					Tues 14		Thurs 27		
• Cockfosters, Southgate & Highlands		Thurs 13			Thurs 3			Tues 10	Thurs 23			Thurs 3	
• Chase, Southbury & Town		Tues 11	Wed 24	Tues 10				Wed 18			Tues 18		
• Enfield Highway, Enfield Lock & Turkey Street					Tues 8						Wed 26		
• Jubilee, Lower Edmonton & Ponders End			Tues 2		Thurs 10				Thurs 16			Thurs 1	
• Edmonton Green, Haselbury & Upper Edmonton		Wed 5			Tues 1				Thurs 9		Wed 5		

All dates subject to change.
Recent changes are shown in **bold**.

Governance Team Contact:
James Kinsella Tel. (0208) 379 4041

1 Informal meeting – Work Programme Planning
2 Scrutiny Budget Meeting
3 Scrutiny Member Induction
4 Date Subject to change – Dependant on Local Election dates in May 2014
5 Date Subject to change – Dependant on Local Election dates in June 2014

* Provisional Call-in (if required)
** Provisional (if required)
TBC-To be confirmed

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	MAY 13	JUNE 13	JULY 13	AUG 13	SEPT 13	OCT 13	NOV 13	DEC 13	JAN 14	FEB 14	MAR 14	APR 14	MAY 14
OTHER BODIES													
Health & Wellbeing Board	● Thurs 16	Thurs 20	● Thurs 18 Wed 3		Thurs 19	● Thurs 17	● Thurs 14 Thurs 7	Thurs 12	● Thurs 23	Thurs 13	● Thurs 20	● Thurs 24	
LBE/Enfield Racial Equality Council				Thurs 8			Thurs 14			Tues 11		● Wed 30	
Enfield Community Police Partnership	Thurs 16								Thurs 30	Tues 11	Thurs 27		
Pension Fund Board		Thurs 27	Thurs 11		Thurs 26						Thurs 6		
Public Transport Consultative Group					Thurs 5			Thurs 19					
Investment Sub-committee	Wed 22		Tues 20				Tues 19	TBC		Mon 24			
Enfield Essex Herts Border Liaison Group		Thurs 20			Thurs 12		Thurs 28			Thurs 6			
Edmonton Partnership		Thurs 27			Thurs 19			Tues 10		Thurs 6		Thurs 10	
Enfield Strategic Partnership Board		Tues 25											
Members & Democratic Services Grp		Tues 18	Thurs 4		Tues 3		Tues 12	Tues 17	Tues 7	Tues 4	Tues 11		
Housing Board			Thurs 11		Tues 17		Thurs 14			Thurs 13	Tues 18		
Tourism & Twinning Working Party													
CHILDREN'S SERVICES													
• Childrens Trust Board	Fri 17		Fri 12		Fri 27		Fri 29						
• Corporate Parenting					Wed 11		Wed 20	Wed 4			Wed 19		
• Member/Governor Forum		Thurs 27									Thurs 6		
• Staff Forum & JCGT		Tues 11					Tues 12			Tues 11			
• SACRE		Wed 19					Wed 13						
• Schools Forum	Thurs 9		Thurs 11			TBC		TBC	TBC				
GROUPS													
Conservative Group			Mon 1 Mon 15		Mon 23	Mon 7	Mon 11 Mon 25		Mon 13 Mon 27	Mon 10 Mon 24	Mon 3 Mon 17 Mon 31		Mon 8 Mon 19
Labour Group	Tues 7 Mon 20	Mon 10	Mon 1 Mon 15		Mon 9 Mon 23	Mon 7	Mon 11 Mon 25		Mon 13 Mon 27	Mon 10 Mon 24	Mon 3 Mon 17 Mon 31		Mon 8 Mon 19
Informal Cabinet	Mon 13	Mon 24	Mon 8		Mon 30	Mon 14	Mon 18		Mon 20	Mon 17	Mon 10 Mon 24		Mon 12
Member Development Sessions													

Proposed Dates for Council meetings from 2014 to 2015. Please note these dates are only indicative and will be subject to change.

	MAY 14	JUNE 14	JULY 14	AUG 14	SEPT 14	OCT 14	NOV 14	DEC 14	JAN 15	FEB 15	MAR 15	APR 15	MAY 15
COUNCIL		● Annual Wed 25	● Annual Wed 2 ● Wed 16		Wed 24		Wed 12		Wed 28	Wed 25	Wed 25		Annual Council Wed 13

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