

## CHILTERN DISTRICT COUNCIL

### MINUTES of the Meeting of the COUNCIL

held on **17 MAY 2016**

**PRESENT:** Councillor M Harker - Chairman  
" P N Shepherd - Vice Chairman

Councillors: A K Bacon  
S P Berry  
D J Bray  
J A Burton  
J Cook  
E A Culverhouse  
I A Darby  
M Flys  
C J Ford  
A J Garth  
J L Gladwin  
A S Hardie  
G K Harris  
M J Harrold  
P J Hudson  
C J Jackson  
C M Jones  
P M Jones  
R J Jones  
D J Lacey  
J E MacBean  
P E C Martin  
S A Patel  
D W Phillips  
N M Rose  
C J Rouse  
J J Rush  
M W Shaw  
L M Smith  
M R Smith  
M J Stannard  
M W Titterington  
D M Varley  
N I Varley  
H M Wallace  
E A Walsh  
C J Wertheim  
F S Wilson

**APOLOGIES FOR ABSENCE** were received from Councillors

**ALSO IN ATTENDANCE:** Councillors

The Acting Chief Executive requested nominations for the office of Chairman of the Council for the year 2016/2017. Councillor N Rose proposed; and Councillor P Jones seconded. There being no other nominations it was

**RESOLVED -**

**That Councillor M Harker be elected Chairman of the Council for 2016/17.**

Councillor M Harker was then invested with her Chairman's Badge of Office and made and signed the formal Declaration of Acceptance of Office. The Chairman thanked the Council for electing her.

**105 APPOINTMENT OF VICE-CHAIRMAN**

The Chairman invited nominations for the office of Vice-Chairman of the Council for the year 2016/17. Councillor G Harris proposed the name of Councillor N P Shepherd. The nomination was seconded by Councillor D Phillips. There being no other nominations it was

**RESOLVED -**

**That Councillor N P Shepherd be appointed Vice-Chairman of the Council for 2016/17.**

The Vice-Chairman was then invested with his Badge of Office and made and signed the formal Declaration of Acceptance of Office. Councillor N P Shepherd thanked the Council for his appointment.

**106 ELECTION OF THE CABINET LEADER**

Councillor I Darby had been elected as the Cabinet Leader for four years to 2019/20, at the Annual Meeting of the Council on 27 May 2015.

The Cabinet Leader thanked members for their ongoing support.

**107 APPOINTMENT OF CABINET MEMBERS**

The Cabinet Leader informed the meeting that she had there was no change to the appointed members to the Cabinet to carry out the roles stated below.

The Leader thanked Cabinet members for their continued hard work and particularly good progress of the shared service programme. There was an ongoing theme of doing more for less this year and there was to be a review of the Council's Constitution to ensure it was fit for purpose. She mentioned the all member briefing session on 1 June - Stronger in Partnership which would outline progress and future plans for increased partnership working and the continual work to strengthen relationships and continue to work together to do the best for our residents.

Councillor M Stannard	Support Services (Deputy Leader)
Councillor P E C Martin	Sustainable Development
Councillor G Harris	Community, Health and Housing
Councillor M Smith	Environment
Councillor F Wilson	Customer Services

Councillor Darby proceeded to outline the achievements of the previous year and the many opportunities facing the Council in the coming years.

**RESOLVED –**

**That the appointments to the Cabinet, be noted.**

**108 ESTABLISHMENT OF THE AUDIT & STANDARDS AND OVERVIEW COMMITTEES**

**RESOLVED –**

**That the following Committees be established:**

- **Audit & Standards Committee – 6 Members (plus the Chairman of Resources Overview as an ex-officio member)**
- **Services Overview Committee – 15 Members**
- **Resources Overview Committee – 15 Members**

**109 ESTABLISHMENT OF REGULATORY AND OTHER COMMITTEES**

**RESOLVED –**

**That the following Regulatory and other Committees be established:-**

- **Appeals & Complaints Committee – 11 Members**
- **Joint Appointments and Implementation – 5 Members (plus 5 South Bucks District Council Members)**
- **Licensing and Regulation – 15 Members**
- **Personnel – 7 Members**
- **Planning – 13 Members**

**110 ALLOCATION OF SEATS TO POLITICAL GROUPS**

The report detailed the allocation of seats to political groups in accordance with the political balance rules.

**RESOLVED –**

**That the seats on Committees for the Council Year 2016/17 be allocated to the political groups as follows (with the balance to be allocated to those Members who were not part of a political group):**

	Seats	Conservative	Liberal Democrat	Other
Appeals and Complaints *	11	9	1	1 - Lacey
Audit and Standards	9	8	1	
Governance and Electoral Arrangements	11	10	1	
Licensing & Regulation *	15	13	1	1 - Lacey
Resources Overview *	15	13	1	1 - Berry
Services Overview	15	13	1	
Personnel	7	6	1	
Planning	13	11	2	
Joint Appointments and Implementation	5	4	1	
<b>Total Ordinary</b>	<b>101</b>	<b>88</b>	<b>10</b>	

\* one seat gifted to non-political group Member

#### 111 APPOINTMENT OF COUNCILLORS TO SERVE ON EACH COMMITTEE

APPOINTMENT OF EXTERNAL MEMBERS PANEL	
G Harris	Con
A Bacon	LD
<b>Council Chairman: M Harker OBE</b>	Con
<b>Leader: I Darby</b>	Con
<b>Conservative Group Chairman: P Hudson</b>	Con
<b>Lib Dem Group Leader: P Jones</b>	LD
<b>Restrictions on Membership: 1 Conservative appointment &amp; 1 Liberal Democrat appointment</b>	

APPEALS & COMPLAINTS COMMITTEE (11)	
S Patel	Con
E Culverhouse	Con
J MacBean	Con
D Varley	Con
J Gladwin	Con
G Harris	Con
P Martin	Con
J Burton	Con
D Bray	Con

S Berry	Ind
A Bacon	LD
<b>Restrictions on Membership:</b> All members eligible, but any who are also members of the Personnel Committee / JAIC will be ineligible to hear appeals that result from decisions of those Committees.	
<b>Political Balance (Seats):</b> 9 Conservative; 1 Liberal Democrat; 1 Other	

<b>AUDIT &amp; STANDARDS COMMITTEE (9)</b>	
<b>Chairman:</b> J Gladwin	Con
D Phillips	Con
J Wertheim	Con
N Varley	Con
C Jackson	Con
C Ford	Con
R Jones	Con
J Burton	Con
A Bacon	LD
<b>Restrictions on Membership:</b> CM and VCM of the Council and Members of the Cabinet may not be members.	
<b>Political Balance (Seats):</b> 8 Conservative; 1 Liberal Democrat	
<b>GOVERNANCE &amp; ELECTORAL ARRANGEMENTS COMMITTEE (11)</b>	
D Bray	Con
D Varley	Con
M Stannard	Con
I Darby	Con
L Walsh	Con
M Shaw	Con
A Garth	Con
J Burton	Con
N Rose	Con
H Wallace	Con

P Jones	LD
<b>Restrictions on Membership:</b> None	
<b>Political Balance (Seats):</b> 10 Conservative; 1 Liberal Democrat	
<b>LICENSING &amp; REGULATION (15)</b>	
<b>Chairman:</b> J Rush	Con
<b>Vice-Chairman:</b> C Jackson	Con
M Harrold	Con
E Culverhouse	Con
C Rouse	Con
N Shepherd	Con
R Jones	Con
C Jones	Con
L Walsh	Con
N Varley	Con
M Flys	Con
G Harris	Con
F Wilson	Con
D Lacey	Ind
P Jones	LD
<b>Restrictions on Membership:</b> Cabinet Leader may not be a member; Cabinet Members may not be CM/VCM. Membership of Licensing Sub Committees and the Taxi & Private Hire Sub Committee is drawn from this Committee. All Members must undergo annual training.	
<b>Political Balance (Seats):</b> 13 Conservative; 1 Liberal Democrat; 1 other	

<b>PERSONNEL COMMITTEE (7)</b>	
P Hudson	Con
<b>Leader:</b> I Darby	Con
<b>Cabinet Member:</b> M Stannard	Con
D Phillips	Con
C Jones	Con
M Smith	Con

P Jones	LD
<b>Restrictions on Membership:</b> None.	
<u>NB: Change to minimum of 7 Members pending SBDC decision on changes of membership</u>	
<b>Political Balance (Seats):</b> 6 Conservative; 1 Liberal Democrat	

<b>JAIC CDC MEMBERS (5)</b>	
I Darby	Con
M Stannard	Con
M Smith	Con
P Hudson	Con
P Jones	LD
<b>Restrictions on Membership:</b> None.	
<b>Political Balance (Seats):</b> 4 Conservatives; 1 Liberal Democrat	

<b>PLANNING COMMITTEE (13)</b>	
<b>Chairman:</b> D Phillips	Con
<b>Vice-Chairman:</b> A Hardie	Con
J Rush	Con
M Titterington	Con
N Rose	Con
J Gladwin	Con
J MacBean	Con
J Wertheim	Con
N Shepherd	Con
M Harrold	Con
J Burton	Con

J Cook	Con
P Jones	LD
<b>Restrictions on Membership:</b> Chairman of the Council may not be a member; Cabinet Members may not be CM/VCM. All Members must undergo training	
<b>Political Balance (Seats):</b> 11 Conservative; 2 Liberal Democrat	

<b>JOINT COMMITTEE (6 + 6 SBDC Members)</b>	
I Darby	Con
G Harris	Con
M Smith	Con
M Stannard	Con
P Martin	Con
F Wilson	Con
<b>Restrictions on Membership:</b> 6 Cabinet Members from each authority	

<b>OVERVIEW COMMITTEE: SERVICES (15)</b>	
<b>Chairman:</b> J Burton	Con
<b>Vice-Chairman:</b> N Varley	Con
M Titterington	Con
S Patel	Con
J Rush	Con
L Walsh	Con
C Jackson	Con
E Culverhouse	Con
C Rouse	Con
L Smith	Con



D Bray	Con
A Hardie	Con
M Flys	Con
J Cook	Con
P Jones	LD
<b>Restrictions on Membership:</b> The Chairman and Vice-Chairman of the Overview Committee will be elected by the members of the Committee.	
<b>Political Balance (Seats):</b> 13 Conservative; 1 Liberal Democrat; 1 Other	

<b>OVERVIEW COMMITTEE: RESOURCES (15)</b>	
<b>Chairman:</b> N Rose	Con
<b>Vice-Chairman:</b> J MacBean	Con
M Harrold	Con
C Ford	Con
J Gladwin	Con
J Wertheim	Con
D Phillips	Con
A Garth	Con
R Jones	Con
D Varley	Con
C Jones	Con
M Shaw	Con

H Wallace	Con
S Berry	Ind
A Bacon	LD
<b>Restrictions on Membership:</b> The Chairman and Vice-Chairman of the Overview Committee will be elected by the members of the Committee.	
<b>Political Balance (Seats): 13 Conservative; 1 Liberal Democrat; 1 Other</b>	

## 112 APPOINTMENTS TO OUTSIDE BODIES

Tabled at the meeting as Item 11 (as attached to the Minutes) were the nominations to serve on outside bodies for the Council Year 2016/17.

### RESOLVED -

**That the list of appointments to Outside Bodies for 2016/17 as set out in Item 11 be approved.**

## 113 EXECUTIVE REPORTS TO THE LOCAL AUTHORITY

The Chief Executive advised that it was a statutory requirement to produce an annual report detailing urgent executive decisions taken. However, there had been no such urgent items since the Regulations had taken effect.

### RESOLVED –

**That the report be noted.**

## 114 ALLOCATION OF CABINET FUNCTIONS

In accordance with Cabinet Procedure Rule 2.1(2), Councillor I Darby proceeded to report on the services / functions allocated to each Cabinet Portfolio.

Portfolio	Functions
Leader	Policy, Performance, Communications, Personnel, Strategic Finance, Economic Development (delegated to Councillor F Wilson)
Support Services Deputy Leader	Business Transformation, ICT, Legal and Democratic Services, Audit, Finance Admin
Sustainable Development	Planning, Enforcement, Building Control, Strategic Transport

Environment	Property, Car Parks, Engineering, Waste Management
Community, Health & Housing	Community & Leisure, Environmental Health, Community Safety, Licensing, Housing, Carbon Management, Flooding
Customer Services	Revenues and Benefits, Customer Services, Economic Development (delegated from Leader's portfolio)

**RESOLVED –**

**That the allocation of Cabinet Functions, as detailed above, be noted.**

**The meeting ended at 7.16pm**