

WYRE FOREST DISTRICT COUNCIL

COUNCIL

15th May 2013

Political and Constitutional Structures 2013/2014

OPEN	
SUSTAINABLE COMMUNITY STRATEGY THEME:	-
CORPORATE PLAN PRIORITY:	Delivering Together, with Less
CABINET MEMBER:	The Leader of the Council
DIRECTOR:	Director of Community Assets & Localism
CONTACT OFFICER:	Caroline Newlands, Ext. 2715 caroline.newlands@wyreforestdc.gov.uk
APPENDICES:	Appendix 1 Political Management Structure Appendix 2 Committee Appointments (To follow) Appendix 3 Municipal Calendar Appendix 4 Appointments to Outside Bodies Appendix 5 Revisions to the Constitution Appendix 6 Political balance

1. PURPOSE OF REPORT

To consider the Political and Constitutional Structures for the municipal year 2013/2014.

2. RECOMMENDATION

The Council is asked to:

- 2.1 Approve the proposed Political Management Structure for 2013/2014 as set out in Appendix 1 of the report.**
- 2.2 Agree the Chairmen and Vice-Chairmen of Committees as contained in Appendix 2. (To follow)**
- 2.3 Adopt the Municipal Calendar as set out in Appendix 3.**
- 2.4 Agree the appointments to outside bodies as set out in Appendix 4.**
- 2.5 Agree the revisions to the Constitution as set out in Appendix 5.**
- 2.6 Approve the revised chart of political balance to reflect the new committee structure as set out in Appendix 6.**

- 2.7 **Appoint a member of the Council to serve as the Armed Forces Champion for Wyre Forest District Council.**
- 2.8 **Authorise the Director of Community Assets & Localism to settle any outstanding details relating to the political structures and to make changes as necessary to the Council's Constitution to give effect to the Council's decisions and any other revisions necessary to reflect needs or circumstances.**

3. BACKGROUND

- 3.1 Council is responsible for establishing the political structures which are not the responsibility of the Leader and Cabinet.
- 3.2 Under the Local Government Act 2000 as amended by the Public Involvement in Health Act 2007, the Leader of the Council is responsible for appointments to the Cabinet and allocating responsibilities to Cabinet members. The Council appointed the Leader of the Council under the "strong leader" model in 2011 until Councillor Campion's term of office as a district councillor comes to an end in 2014.
- 3.3 It remains Council's role to establish such Committees as it thinks fit to carry out the discharge of functions which are not the responsibility of the Cabinet. This report addresses the political and constitutional structures for the Council to decide. It also appoints their Chairmen and Vice Chairmen.
- 3.4 There is a need for work involving all the political groups to review the Council's priorities and corporate plan (the current plan expires in 2014) and to undertake policy development work in respect of the medium term financial strategy to address the gap between the Council's expenditure and income.

4. KEY ISSUES

- 4.1 The Administration's proposals for the 2013/2014 political structure are detailed in Appendix 1. The main changes are:
 - 4.1.1 Creating a Strategic Review Committee consisting of 11 members. This would be a time-limited committee for the municipal year 2013/14. Proposed terms of reference are in appendix 5 together with other relevant amendments to the constitution. The Committee would subsume the work done by the Budget Review Panel. The chairman and vice-chairman of the Committee would receive allowances and amendments to the scheme of allowances are set out in appendix 5 accordingly;
 - 4.1.2 Reducing the size of the Overview and Scrutiny Committee to 12 members and amending its terms of reference so that it does not duplicate work being undertaken by the Strategic Review Committee. It is also proposed that the Overview and Scrutiny Committee subsumes the Housing Review Panel which was set up by Council last year for the municipal year 2012/13, to ensure there are sufficient officer resources to support the new structure.

Political Balance

- 4.2 Following the elections on 3rd May 2012, Councillors formed themselves into political groups of the following numbers. There have been no District Council elections in 2013 and, at the time of printing, the political balance remains the same.

Conservative	21
Labour	8
Independent Community and Health Concern	8
Liberal & Independent Group	5

Legislation requires that the aggregate allocation of committee seats must be in accordance with the principles of political balance and proportionality. Subject to this, individual committee membership should reflect the political balance of the Council as far as practicable. Council can depart from these principles provided no member votes against doing so. As usual, it is not possible to achieve precise political balance. The revised political balance of Committees taking account of the changes proposed in section 4.1 is set out in Appendix 6.

Committee Appointments

- 4.3 After determining its political structures and allocations of seats to Committees, Council must appoint Chairmen and Vice-Chairmen to Committees. The nominations for these posts are set out in Appendix 2. The Director of Community Assets & Localism will fill other seats in accordance with the nominations from the respective political Groups.

Municipal Calendar

- 4.4 The calendar of meetings for 2013/2014, attached at Appendix 3 has been prepared based on the Council's proposed decision-making structure and in accordance with the Council's Standing Orders. Variant dates are provided in May and June 2014 to cater for the possibility that the district council elections will be merged with those for the European Parliament.

Appointments to Outside Bodies

- 4.5 Each year the Council appoints Members as representatives on a number of outside bodies. The attached schedule at Appendix 4 details the appointments due at this time and the number of nominations required for each body. Members will note that the appointments are made for the municipal year 2013/14 unless otherwise annotated.

Armed Forces Champion

- 4.6 At its meeting on 27th February, Council resolved that it would appoint an Armed Forces Champion, the primary function of the office to be improving access to services and support for serving and ex-service men and women. The member selected for the role would also be expected to champion the Armed Forces Community Covenant which, through the Worcestershire Partnership, all

Worcestershire Councils have signed. Council is invited to agree which member should perform this role.

5. FINANCIAL IMPLICATIONS

- 5.1 The allowances for the chairman and vice-chairman of the proposed Strategic Review Committee would cost £7,350. This can be met within the Council's overall budget. There are no other significant financial implications arising from this report.

6. LEGAL AND POLICY IMPLICATIONS

- 6.1 The proposals comply with the requirements of Section 21 of the Local Government Act 2000 and the Local Government and Public Involvement in Health Act 2007 which require one or more Overview and Scrutiny Committees to be established.
- 6.2 The proposals for the political balance of committees reflect the allocation of seats in accordance with the Local Government and Housing Act 1989.

7. EQUALITY IMPACT NEEDS ASSESSMENT

- 7.1 An equality assessment impact has been undertaken and it is considered that there are no discernible impacts on the six equality strands.

8. RISK MANAGEMENT

- 8.1 There are no significant risks associated with the proposed Political Management Structure for 2013/14. The proposed new Committee will allow cross-party work on the major challenge facing the Council, namely aligning expenditure with income in future. There are no risk management issues associated with the proposed changes to the Terms of Reference contained within this report.

9. CONCLUSION

- 9.1 The proposals contained within this report meet the requirements of the relevant legislation including the Local Government Act 2000 and provide clear links to the Council's priorities. The establishment of the Strategic Review Committee will ensure there is sufficient member debate to develop a new corporate plan and the next stage of the strategy to meet the Council's underlying financial deficit.
- 9.2 The proposed political structure of committees is set out in Appendix 1. The principal changes to the structure of Committees are summarised in paragraph 4.1.
- 9.3 The proposed appointments of Chairmen and Vice-Chairmen for the Council's Committees for the 2013/2014 municipal year are set out Appendix 2 of this report.
- 9.4 The proposed municipal diary of meeting dates for 2013/2014 is set out in Appendix 3 of the report.

10. CONSULTEES

10.1 The Leader of the Council.

10.2 The Chief Executive.

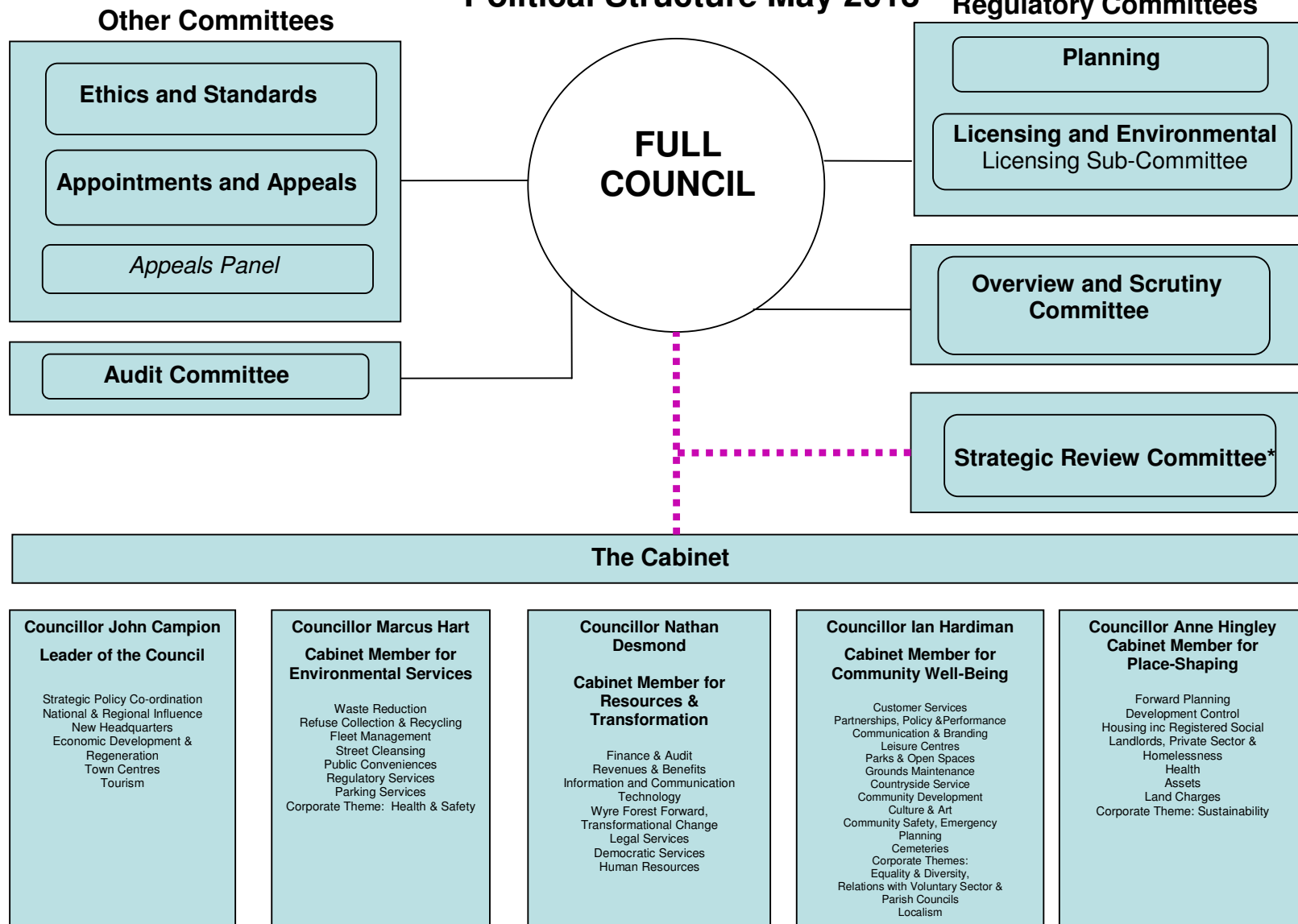
10.3 Group Leaders.

11. BACKGROUND PAPERS

11.1 Local Government Act 2000, Local Government and Public Involvement in Health Act 2007, Local Government and Housing Act 1989, The Police and Criminal Justice Act 2006 and Schedule 1 of the Local Authorities (Functions and Responsibilities (England) Regulations 2000.



Political Structure May 2013



* Key: This Committee has been appointed by Council and will report to Cabinet.

MAY 2013

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
		1	2 Elections	3	4	5
6 Bank Holiday	7 9.30 am Group Leaders	8	9 CMT	10	11	12
13	14 6 pm Planning	15 6 pm Council	16	17	18	19
20	21	22 <i>Charter Trustees Mayor Making</i>	23 CMT WCC Council	24	25	26
27 Bank Holiday	28 5 pm CMT/Cabinet	29	30	31		

JUNE 2013

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
					1	2
3	4	5	6 CMT 6 pm Overview & Scrutiny WCC Cabinet	7	8	9
10	11 9.30 am Group Leaders 6 pm Planning	12	13	14	15	16
17 10.30 am Licensing & Environmental	18 6 pm Cabinet	19 <i>4 pm Strategic Review Committee (provisional)</i> <i>Charter Trustees</i>	20 CMT	21	22	23
24 6 pm Audit	25 5.30pm Bewdley Museum Management Committee	26	27	28	29	30

JULY 2013

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
1	2 5 pm CMT/Cabinet	3	4 CMT 6 pm Overview & Scrutiny	5	6	7
8	9 9.30 am Group Leaders 6 pm Planning	10 4 pm <i>Strategic Review Committee (provisional)</i>	11 WCC Council	12	13	14
15	16 6 pm Cabinet	17	18 CMT 6 pm Members Forum WCC Cabinet	19	20	21
22	23	24 6 pm Council	25 5.30 pm KEF Working Group	26	27	28
29	30	31 4 pm <i>Strategic Review Committee (provisional)</i>				

AUGUST 2013

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
			1	2	3	4
5 10.30 am Licensing & Environmental	6	7	8 CMT	9	10	11
12	13 6 pm Planning	14	15	16	17	18
19	20	21	22 CMT	23	24	25
26 Bank Holiday	27	28	29	30	31	

SEPTEMBER 2013

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
						1
2	3 5 pm CMT/Cabinet	4 4 pm <i>Strategic Review Committee (provisional)</i>	5 CMT 6 pm Overview & Scrutiny	6	7	8
9	10 9.30 am Group Leaders 6 pm Planning	11 4 pm <i>Strategic Review Committee (provisional)</i>	12 6 pm Ethics & Standards WCC Council	13	14	15
16	17 6 pm Cabinet	18 <i>Charter Trustees</i>	19 CMT 6 pm Members Forum	20	21	22
23 6 pm Audit	24 5.30pm Bewdley Museum Management Committee	25 6 pm Council	26 WCC Cabinet	27	28	29
30 6.30 pm Parish Forum						

OCTOBER 2013

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
	1	2	3 CMT 6 pm Overview & Scrutiny	4	5	6
7 10.30am Licensing & Environmental 5 pm CMT/Cabinet	8 9.30 am Group Leaders 6 pm Planning	9 4 pm <i>Strategic Review Committee (provisional)</i>	10	11	12	13
14	15	16	17 CMT WCC Cabinet	18	19	20
21	22 6 pm Cabinet	23	24	25	26	27
28	29	30 4 pm <i>Strategic Review Committee (provisional)</i>	31 CMT			

NOVEMBER 2013

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
				1	2	3
4	5 5 pm CMT/Cabinet	6	7 6 pm Overview & Scrutiny WCC Cabinet	8	9	10
11	12 9.30 am Group Leaders 6 pm Planning	13 4 pm <i>Strategic Review Committee (provisional)</i>	14 6 pm CMT 6 pm Members Forum WCC Council	15	16	17
18	19 6 pm Cabinet	20 <i>Charter Trustees</i>	21	22	23	24
25	26 5.30 pm Bewdley Museum Management Committee	27 6 pm Council	28 CMT	29	30	

DECEMBER 2013

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
						1
2 6 pm Audit	3 5 pm CMT/Cabinet	4	5 CMT 6 pm Overview & Scrutiny	6	7	8
9 10.30am Licensing & Environmental	10 9.30 am Group Leaders 6 pm Planning	11	12 WCC Cabinet	13	14	15
16	17 6 pm Cabinet	18	19 CMT	20	21	22
23	24 Offices Closed	25 Bank Holiday	26 Bank Holiday	27 Offices Closed	28	29
30 Offices Closed	31 Offices Closed					

JANUARY 2014

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
		1 Offices Closed	2 CMT	3	4	5
6	7 5 pm CMT/Cabinet	8	9 6 pm Overview & Scrutiny	10	11	12
13	14 9.30 am Group Leaders 6 pm Planning	15	16 CMT	17	18	19
20	21 6 pm Cabinet	22	23 6 pm Members Forum	24	25	26
27	28	29	30 CMT	31		

FEBRUARY 2014

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
					1	2
3	4 5 pm CMT/Cabinet	5 <i>Charter Trustees</i>	6 6 pm Overview & Scrutiny	7	8	9
10 10.30am Licensing & Environmental	11 9.30 am Group Leaders 6 pm Planning	12	13 CMT	14	15	16
17	18 6 pm Cabinet	19	20 6 pm Overview & Scrutiny (if required)	21	22	23
24	25 6 pm Cabinet (if required)	26 6 pm Council	27 CMT	28		

MARCH 2014

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
					1	2
3	4 5 pm CMT/Cabinet	5	6 6 pm Overview & Scrutiny	7	8	9
10	11 9.30 am Group Leaders 6 pm Planning	12	13 CMT	14	15	16
17	18 6 pm Cabinet	19 <i>Charter Trustees</i>	20	21	22	23
24 6 pm Audit	25	26	27 CMT 5.30 pm KEF Working Group	28	29	30
31						

APRIL 2014

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
	1	2	3 6 pm Overview & Scrutiny	4	5	6
7 5 pm CMT/Cabinet	8 9.30 am Group Leaders 6 pm Planning	9	10 CMT	11	12	13
14 10.30 am Licensing & Environmental	15	16	17	18 Bank Holiday	19	20
21 Bank Holiday	22 6 pm Cabinet	23	24 CMT	25	26	27
28	29 5 pm CMT/Cabinet (if Elections are delayed)	30				

MAY 2014 (IF ELECTIONS ARE HELD ON 1 MAY)

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
			1 Elections	2	3	4
5 Bank Holiday	6 9.30 am Group Leaders	7	8 CMT	9	10	11
12	13	14	15	16	17	18
19	20	21	22 CMT	23	24	25
		6 pm Council	6 pm Planning			
26 Bank Holiday	27	28	29	30	31	

JUNE 2014 (IF ELECTIONS ARE HELD ON 1 MAY)

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
						1
2	3	4	5 CMT 6 pm Overview & Scrutiny	6	7	8
9 5 pm CMT/Cabinet	10 9.30 am Group Leaders 6 pm Planning	11	12	13	14	15
16 10.30 am Licensing & Environmental	17	18	19 CMT	20	21	22
23	24 6 pm Cabinet	25	26	27	28	29
30 6 pm Audit						

MAY 2014 (IF ELECTIONS ARE HELD ON 22 MAY OR 5 JUNE)

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
			1 6 pm Overview & Scrutiny	2	3	4
5 Bank Holiday	6 9.30 am Group Leaders	7	8 CMT	9	10	11
12 10.30 am Licensing & Environmental	13 6 pm Cabinet	14	15	16	17	18
19	20 6 pm Planning	21	22 Possible date for Elections CMT	23	24	25
26 Bank Holiday	27	28	29	30	31	

JUNE 2014 (IF ELECTIONS ARE HELD ON 22 MAY OR 5 JUNE)

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
						1
2	3	4	5 Possible date for Elections CMT	6	7	8
9	10 9.30 am Group Leaders	11	12	13	14	15
16	17	18 6pm Council	19 CMT 6 pm Planning	20	21	22
23	24	25	26	27	28	29
30 6 pm Audit						

JULY 2014

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
	1	2	3 CMT 6 pm Overview & Scrutiny	4	5	6
7 5 pm CMT/Cabinet	8 9.30 am Group Leaders 6 pm Planning	9	10	11	12	13
14	15	16	17 CMT 6 pm Members Forum	18	19	20
21	22 6 pm Cabinet	23	24	25	26	27
28	29	30 6 pm Council	31 CMT			

Representation on Outside Bodies 2013/2014

External Body	Representative 2012/2013	Representative 2013/2014	Number of Representatives
Age Concern	Councillor Mike Salter	Councillor Mike Salter	1 Councillor
Bewdley Development Trust	Councillor Julian Phillips	Councillor Julian Phillips	1 Councillor
Bewdley Museum Management Committee	Councillor Stephen Clee Councillor Jenny Greener Councillor Ian Hardiman	Councillor Stephen Clee Councillor Jenny Greener Councillor Ian Hardiman	Relevant Cabinet Member plus 2 Bewdley District Councillors
Carpet Museum Trust, Advisory Group (appointment for 3 years)	Councillor Mike Price Councillor Stephen Williams	Councillor Mike Price Councillor Stephen Williams	2 Councillors
Citizen's Advice Bureau - Management Committee	Councillor Paul Harrison	Councillor Paul Harrison	1 Councillor

External Body	Representative 2012/2013	Representative 2013/2014	Number of Representatives
Community Housing Group	Board – Councillor Barry McFarland (1 year) Audit – Councillor Nicky Gale (1 year) Vestia - Councillor Stephen Clee (1 year) Board – Councillor Mary Rayner (2 years) Board – Councillor John Hart (3 years) Resources – Councillor D Godwin (3 years) WFCH – Councillor Fran Oborski (3 years) WF Sheltered Housing – Councillor Jenny Greener (2 years) Property Services – Councillor Gordon Yarranton (2 years)	Board – Councillor Barry McFarland (3 years) Audit – Councillor Nicky Gale (3 years) Vestia - Councillor Stephen Clee (3 years)	6 Councillors
Disability Action Wyre Forest	Councillor Rose Bishop	Councillor Rose Bishop	1 Councillor
District Councils Network	Councillor John-Paul Campion Councillor Marcus Hart	Councillor John-Paul Campion Councillor Marcus Hart	Leader, Deputy Leader as named substitute

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External Body	Representative 2012/2013	Representative 2013/2014	Number of Representatives
Horsefair Greenhill and Broadwaters Community Neighbourhood Partnership	Councillor Graham Ballinger Councillor Paul Harrison Councillor Tim Ingham Councillor Howard Martin Councillor Mary Rayner Councillor Adrian Sewell	Councillor Graham Ballinger Councillor Paul Harrison Councillor Tim Ingham Councillor Howard Martin Councillor Mary Rayner Councillor Adrian Sewell	Greenhill & Broadwaters Ward Councillors / 5 Officers
Kidderminster and District Youth Trust	Councillor Jenny Greener Councillor Ian Hardiman Councillor Michael Kelly Councillor Daniel McCann	Councillor Jenny Greener Councillor Ian Hardiman Councillor Michael Kelly Councillor Daniel McCann	4 Councillors
Local Government Association Rural Commission	Councillor Douglas Godwin Councillor Julian Phillips	Councillor Douglas Godwin Councillor Julian Phillips	2 Members or 1 Member & 1 Officer
Local Government Association Urban Commission	Councillor Howard Martin Councillor Fran Oborski	Councillor Howard Martin Councillor Fran Oborski	2 Members or 1 Member & 1 Officer
Stourport Forward Board	Councillor Mike Salter	Councillor Mike Salter	1 Councillor / 1 Officer
The Elizabeth Mills Centre (formerly Stourport Day Centre)	Councillor Dixon Sheppard	Councillor Dixon Sheppard	1 Councillor plus Mayor of SOS Town Council

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External Body	Representative 2012/2013	Representative 2013/2014	Number of Representatives
Tree Tops Sure Start Children's Centre	Councillor Nicky Gale	Councillor Nicky Gale	1 Oldington & Foley Park Ward Member
West Mercia Police and Crime Panel	Councillor John-Paul Campion	Councillor Ian Hardiman	Relevant Cabinet Member
West Midlands Councils	Councillor John-Paul Campion	Councillor John-Paul Campion	Leader of the Council
West Midlands Employers	-	Councillor N Desmond	Relevant Cabinet Member, Leader as named substitute
Worcestershire County Council Corporate Parenting Board	Councillor Helen Dyke	Councillor Helen Dyke	1 Councillor
Worcestershire County Council Health Overview and Scrutiny Committee	Councillor Fran Oborski	Councillor Fran Oborski	1 Councillor
Worcestershire County Waste Forum	Councillor Marcus Hart	Councillor Marcus Hart	Relevant Cabinet Member
Worcestershire Health & Well-Being Board	Councillor Anne Hingley	Councillor Anne Hingley	Relevant Cabinet Member
Worcestershire Leaders Board	Councillor John-Paul Campion	Councillor John-Paul Campion	Leader, Deputy Leader as named substitute
Worcestershire Shared Services Joint Committee	Councillor Paul Harrison Councillor Marcus Hart	Councillor Paul Harrison Councillor Marcus Hart	Relevant Cabinet Member & Chairman of Licensing & Environmental Committee

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External Body	Representative 2012/2013	Representative 2013/2014	Number of Representatives
Wyre Forest Community Leisure Association Ltd - Local Partnership Board	Councillor Rose Bishop Councillor John Hart	Councillor Rose Bishop Councillor John Hart	2 Councillors / 2 Officers
Wyre Forest Clinical Commissioning Consortium – Advisory Group	Councillor John Aston Councillor Howard Martin	Councillor Nicky Gale Councillor Howard Martin	2 Councillors
Wyre Forest Highways Partnership Forum	Councillor Helen Dyke Councillor Nicky Gale	Councillor Helen Dyke Councillor Nicky Gale	2 non-voting Councillors
Wyre Forest Local Children and Young Peoples Trust	Councillor Fran Oborski Councillor Ian Hardiman	Councillor Fran Oborski Councillor Ian Hardiman	2 Councillors including relevant Cabinet Member / 1 Officer
Wyre Forest Matters Strategic Board	Councillor John-Paul Campion Ian Miller	Councillor John-Paul Campion Ian Miller	Leader of the Council / Chief Executive
Wyre Forest Nightstop and Mediation Service Management Committee	Councillor Anne Hingley	Councillor Anne Hingley	Relevant Cabinet Member

Outside Bodes – Wyre Forest District Councillors Representing North Worcestershire Districts (for information)

Greater Birmingham and Solihull Local Enterprise Partnership - Local Transport Board	Councillor John-Paul Campion	Councillor John-Paul Campion	1 Councillor
Greater Birmingham and Solihull Local Enterprise Partnership	Councillor John-Paul Campion	Councillor John-Paul Campion	Substitute Board Member
Worcestershire Local Enterprise Partnership	Councillor John-Paul Campion	Councillor John-Paul Campion	Leader of the Council

AMENDMENTS TO THE CONSTITUTION

Part 5 (terms of reference of Council and committees)

In section 5 (Overview and scrutiny committee), insert after paragraph 13 for the municipal year 2013/14 only:

“14 The Overview and Scrutiny Committee shall have no power to consider or scrutinise the work of the Strategic Review Committee; and shall not have power to establish a review panel covering the matters set out in the terms of reference of that committee.”

Omit section 5.1 (housing review panel)

Insert new section at end for the municipal year 2013/14 only:

“12 Strategic Review Committee

1. Testing and developing policy options for the Council’s corporate plan and for the medium term financial strategy for 2014 onwards. This element of the Committee’s work will generally be conducted in private through a working group made up of all members of the committee. All members of the Council will be able to attend meetings of such a working group.
2. Recommending to Cabinet the priorities and objectives for the corporate plan and a medium term financial strategy that is aligned with the corporate plan and provides, no later than 2016-17, for the Council’s expenditure to match its income.
3. Providing a forum for detailed consideration of the Cabinet’s proposals for the medium term financial strategy. For the purposes of this element of the committee’s functions, it shall have the powers and status of an overview and scrutiny committee.”

Part 9 (budget and policy framework procedure rules)

Substitute section 2, Process for approving the budget as follows:

“Process for approving the budget

1. The Cabinet shall publish proposals for the medium term financial strategy no later than December in each year.
2. Following a period of public consultation and scrutiny of the proposed medium term financial strategy, the Cabinet shall make its final recommendations for the medium term financial strategy to Council for approval by full Council.
3. In approving the financial strategy, the Council may vary the extent of virement within the budget and the degree of in-year changes to the policy framework, which may be undertaken by the Cabinet, in accordance with paragraphs 7 and 8 of these rules (virement and in-year adjustments). Any other changes to the Policy and Budget Framework are reserved to Council.”

Part 17 (members' allowances scheme)

In the table in appendix 1, add the following entries:

Band 4 Chair of Strategic Review Committee.

Band 8 Vice-chair, Strategic Review Committee.

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Appendix 6

		Conservative		Independent Community Health Concern		Labour		Liberal & Independent Group		Total
No. of Cllrs.			21		8		8		5	42
Percentage			50.00%		19.05%		19.05%		11.90%	100.00%
Executive Cttees										
	Membership									
Appts & Appeals	8	4	4.00	2	1.52	1	1.52	1	0.95	8
Audit cttee	8	4	4.00	1	1.52	2	1.52	1	0.95	8
Ethics & standards *	6	3	3.00	1	1.14	1	1.14	1	0.71	6
Scrutiny										
Scrutiny Committee	12	6	6.00	2	2.29	2	2.29	2	1.43	12
Strategic Review										
Committee	11	6	5.50	2	2.10	2	2.10	1	1.31	11
Regulatory										
Planning	16	8	8.00	3	3.05	3	3.05	2	1.90	16
Lic & Env	15	7	7.50	3	2.86	3	2.86	2	1.79	15
Total	76	38	38.00	14	14.48	14	14.48	10	9.05	76
Percentage		50.00%		18.42%		18.42%		13.16%		86.84%
Difference between % No. of Cllrs. And % Number of Seats		0.00%		-0.63%		-0.63%		1.25%		

* the table shows only district councillor members

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1. Each member is required to notify the Proper Officer which political group, if any, he or she wishes to be identified with. A group comprises of two or more members.
2. Each Group Secretary is required to notify the Proper Officer which members of his or her groups he/she wishes to sit on each relevant committee or sub-committee.
3. The allocation of seats required the rounding up or down of calculated figures to give whole numbers.
4. Single party representatives and independent members (who do not form part of a political group) are not legally entitled to seats on committees to which the rules of proportionality apply.

21 Conservative Group
5 Liberal & Independent Group
8 Labour Group
8 ICHC Group