

COUNCIL

IMPORTANT: The Council fully recognises and respects the role and importance of democratic meetings and is committed to protecting the health and safety of Elected Members and Officers who participate. Risk assessments are undertaken in advance of each meeting, and are reviewed on an ongoing basis.

Social distancing measures will be in place throughout the meeting, however it is important that you **do not attend** the meeting if **you or anyone in your household** are required to self-isolate due to receiving a positive COVID-19 test result, having symptoms of COVID-19, or having been told that you have been in contact with someone who has tested positive for COVID-19.

For the purpose of public transparency and accountability, the meeting will be live streamed online. The livestream can be accessed here: <https://event.sparq.me.uk/ryedale-district-council/>

For health and safety reasons and in accordance with our risk assessment, members of the public are asked to follow the meeting via this method rather than attending in person. If you are unable to access the meeting this way, please contact us so that we can explore whether any safe alternative option is possible. The media will be able to report on proceedings from the live stream.

Council Summons and Agenda

You are hereby summoned to attend the **Annual Meeting of Ryedale District Council** to be held in the **Main Hall, The Milton Rooms, Malton** on **Thursday, 20 May 2021** at **6.30 pm** in the evening for the transaction of the following business:

Agenda

- 1 Emergency Evacuation Procedure**
The Chairman to inform those present of the emergency evacuation procedure.
- 2 Chairman**
To elect a Chairman of the Council for the ensuing year.
- 3 Vote of thanks to the retiring Chairman**

4 Vice Chairman

To elect a Vice Chairman of the Council for ensuing year.

5 Apologies for absence

6 Minutes of the Annual Meeting of Council held on 8 October 2020 (Pages 5 - 18)

To approve as a correct record the minutes of the Annual Meeting of Council held on 8 October 2020.

7 Urgent Business

To receive notice of any urgent business which the Chairman considers should be dealt with at the meeting as a matter of urgency by virtue of Section 100B(4)(b) of the Local Government Act 1972.

8 Declarations of Interest

Members to indicate whether they will be declaring any interests under the Code of Conduct.

Members making a declaration of interest at a meeting of a Committee or Council are required to disclose the existence and nature of that interest. This requirement is not discharged by merely declaring a personal interest without further explanation.

9 Announcements

To receive any announcements from the Chairman, the Leader and/or the Head of Paid Service.

10 Leader of the Council and Deputy Leader of the Council

In accordance with the Council Constitution (Part 4 – Rules of Procedures) to decide whether to appoint a Leader and Deputy Leader and, if these are to be appointed, to decide who they shall be.

11 The allocation of seats on Committees between political groups and the appointment of Members to Committees (Pages 19 - 28)

- (a) Committees for 2021/22
- (b) The allocation of seats on Committees between political groups
- (c) The appointment of Chairmen and Vice Chairmen of Committees
- (d) The appointment of Members to Committees

12 Appointment of a Staff Champion

Elected Members to appoint a Staff Champion, in accordance with the motion carried at the Ordinary Meeting of Council held on 15 April 2021.

Results of the staff poll will be provided to Elected Members ahead of the meeting, to inform decision-making on this appointment.

13 Appointment of a Representative to the Local Enterprise Partnership - Overview and Scrutiny Board

To appoint a representative to the Local Enterprise Partnership – Overview and Scrutiny Board.

Note: In accordance with the National Assurance Framework, nominated Members must not have taken part in any Local Enterprise Partnership decision-making in the past. Current and past members and substitutes of the Local Enterprise Partnership Board and Infrastructure and Joint Assets Board are therefore precluded from this position.

14 Any other business that the Chairman decides is urgent



Stacey Burlet
Chief Executive

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Council

Minutes of Proceedings

At the **Annual Meeting of the District Council of Ryedale** . This was a hybrid meeting, part held virtually and part held physically at The Main Hall, Milton Rooms, Malton on **Thursday 8 October 2020**.

Present

Councillors Joy Andrews, Paul Andrews, Arnold, Bailey, Brackstone, Burr MBE, Clark, Cleary (Chairman), Cussons MBE, Delaney, Docwra, Duncan, Frank, Garbutt Moore, Goodrick, Graham, Hope, Di Keal, King, MacKenzie, Mason, Middleton, Oxley, Potter, Raine, Raper, Riby, Thackray, Wass and Windress

In Attendance

Stacey Bulet, Simon Copley, Andrew Ellis, Christine Phillipson, Ellen Walker, Margaret Wallace and Louise Wood

Minutes

1 Chairman

It was moved by Councillor Duncan and seconded by Councillor Arnold that Councillor Cleary be elected Chairman of the Council for the ensuing year.

It was moved by Councillor Burr and seconded by Councillor Clark that Councillor Frank be elected Chairman of the Council for the ensuing year.

Resolved

That Councillor Cleary be elected Chairman of the Council for the ensuing year until his successor becomes entitled to act as Chairman.

Councillor Cleary thereupon took the Chair, having first made the Declaration of Acceptance of Office as Chairman of Ryedale District Council, and thanked Members for his election.

Voting record

15 for Councillor Cleary

15 for Councillor Frank

Chairman's casting vote for Councillor Cleary

Recorded vote

Councillor Cleary

Councillors Arnold, Bailey, Cleary, Delaney, Docwra, Duncan, Garbutt Moore, Goodrick, Graham, King, Mackenzie, Middleton, Oxley, Raper and Windress

Councillor Frank

Councillors J Andrews, P Andrews, Brackstone, Burr, Clark, Cussons, Frank, Hope, Keal, Mason, Potter, Raine, Riby, Thackray and Wass

2 Vote of thanks to the retiring Chairman

There was no vote of thanks to the retiring Chairman as Councillor Cleary had been re-elected. However, Councillor Frank, the retiring Vice Chairman was thanked for her service in that role.

3 **Vice Chairman**

It was moved by Councillor Duncan and seconded by Councillor Oxley that Councillor Garbutt Moore be appointed Vice Chairman of the Council for the ensuing year.

It was moved by Councillor Clark and seconded by Councillor Cussons that Councillor Burr be appointed Vice Chairman of the Council for the ensuing year.

Resolved

That Councillor Garbutt Moore be appointed Vice Chairman of the Council for the ensuing year.

Having first made the Declaration of Acceptance of Office, as Vice Chairman of the Council, Councillor Garbutt Moore thanked Members for his appointment.

Voting record

15 for Councillor Garbutt Moore

14 for Councillor Burr

Recorded vote

Councillor Garbutt Moore

Councillors Arnold, Bailey, Cleary, Delaney, Docwra, Duncan, Garbutt Moore, Goodrick, Graham, King, Mackenzie, Middleton, Oxley, Raper and Windress

Councillor Burr

Councillors J Andrews, P Andrews, Brackstone, Burr, Clark, Cussons, Frank, Keal, Mason, Potter, Raine, Riby, Thackray and Wass

4 **Apologies for absence**

There were no apologies for absence.

5 **Minutes**

The minutes of the Annual Meeting of Council held on 16 May 2019 were presented.

Resolved

That the minutes of the Annual Meeting of Council held on 16 May 2019 be approved and signed by the Chairman as a correct record.

Voting record

29 For

1 Abstention

Recorded vote

For

Councillors J Andrews, P Andrews, Arnold, Bailey, Brackstone, Burr, Clark, Cleary, Cussons, Docwra, Duncan, Frank, Garbutt Moore, Goodrick, Graham,

Hope, Keal, King, Mackenzie, Mason, Middleton, Oxley, Potter, Raine, Raper, Riby, Thackray, Wass and Windress

Abstain

Councillor Delaney

6 **Urgent Business**

There were no items of urgent business which the Chairman considered should be dealt with as a matter of urgency by virtue of Section 100B(4)(b) of the Local Government Act 1972 (as amended).

7 **Declarations of Interest**

The Chairman noted that a number of Members were North Yorkshire County Councillors.

Councillor King declared a personal non pecuniary but not prejudicial interest as a Trustee of the Milton Rooms Management Committee.

8 **Announcements**

On behalf of the Council, the Chairman offered condolences and sincere sympathy following the recent passing of Brian Cottam, who served on Ryedale District Council between 1999 and 2011. A minute of silence was held in Mr Cottam's memory.

9 **Leader of the Council and Deputy Leader of the Council**

It was reported that in accordance with the Council Constitution (Part 4 – Rules of Procedure) the Council may at its Annual Meeting elect a Leader of the Council and a Deputy Leader of the Council for the ensuing year.

It was proposed by Councillor Duncan and seconded by Councillor Arnold that Ryedale District Council elect a Leader of the Council for the ensuing year.

Upon being put to the vote, the motion was carried.

Voting record

15 For

15 Against

Chairman's casting vote – For

Recorded vote

For

Councillors Arnold, Bailey, Cleary, Delaney, Docwra, Duncan, Garbutt Moore, Goodrick, Graham, King, Mackenzie, Middleton, Oxley, Raper and Windress

Against

Councillors J Andrews, P Andrews, Brackstone, Burr, Clark, Cussons, Frank, Hope, Keal, Mason, Potter, Raine, Riby, Thackray and Wass

It was proposed by Councillor Arnold and seconded by Councillor Oxley that Councillor Duncan be elected Leader of the Council.

Upon being put to the vote, the motion was carried.

Voting record

17 For

13 Against

Recorded vote

For

Councillors Arnold, Bailey, Cleary, Delaney, Docwra, Duncan, Garbutt Moore, Goodrick, Graham, Keal, King, Mackenzie, Mason, Middleton, Oxley, Raper and Windress

Against

Councillors J Andrews, P Andrews, Brackstone, Burr, Clark, Cussons, Frank, Hope, Potter, Raine, Riby, Thackray and Wass

It was moved by Councillor Duncan and seconded by Councillor Arnold that Ryedale District Council does appoint a Deputy Leader for the ensuing year.

Upon being put to the vote the motion was carried.

Voting record

15 For

15 Against

Chairman's casting vote – For

Recorded vote

For

Councillors Arnold, Bailey, Cleary, Delaney, Docwra, Duncan, Garbutt Moore, Goodrick, Graham, Mackenzie, Middleton, Oxley, Raper and Windress.

Against

Councillors J Andrews, P Andrews, Brackstone, Burr, Clark, Cussons, Frank, Hope, Keal, Mason, Potter, Raine, Riby, Thackray and Wass

It was proposed by Councillor Duncan and seconded by Councillor Oxley that Councillor Arnold be elected Deputy Leader of the Council.

Upon being put to the vote the motion was carried.

Voting record

15 For

15 Against

Chairman's casting vote – For

Recorded vote

For

Councillors Arnold, Bailey, Cleary, Delaney, Docwra, Duncan, Garbutt Moore, Goodrick, Graham, King, Mackenzie, Middleton, Oxley, Raper and Windress

Against

Councillors Andrews J, Andrews P, Brackstone, Burr, Clark, Cussons, Frank, Hope, Keal, Mason, Potter, Raine, Riby, Thackray and Wass

Resolved

- (a) That a Leader of the Council be appointed;

- (b) That Councillor Duncan be appointed Leader of the Council for the ensuing year;
- (c) That a Deputy Leader of the Council be appointed;
- (d) That Councillor Arnold be appointed Deputy Leader of the Council for the ensuing year.

10 **The allocation of seats on Committees between political groups and the appointment of Members to Committees**

The Head of Corporate Governance and Monitoring Officer submitted a report which detailed the following:

A. Committees for 2020-2021

In accordance with the Council's Constitution, the Council was requested to appoint the Committees as indicated in Annex A of the report.

B. The Allocation of Seats on Committees between Political Groups and the Appointment of Members to Committees

Ryedale District Council is to be treated as being divided into different political groups for the purposes of the Local Government and Housing Act 1989, because at least one political group has been consulted in the prescribed way.

The Local Government & Housing Act 1989 and associated regulations, requires the distribution of seats on Committees and Sub-Committees to be on the basis of political proportionality so far as it is "reasonably practicable" between the political groups of the Council unless every Member of the Council agrees that some other basis of allocation should be used.

Members considered the recommendations in the report.

The recommendations 1-3 and 5-6 were each moved and seconded en bloc, as follows:

Recommendation 1, 2 and 3

It was moved by Councillor Duncan and seconded by Councillor King that Council adopts the recommendations shown at Annex A of the report,

Resolved

1. That Council appoints those Committees indicated at Annex A of the report
2. That the size of the Committees is that specified in Annex A of the report
3. That the Council divides Committee seats between political groups in accordance with the allocation shown at Annex A of the report

Voting record

Unanimous

Recommendation 4

With reference to recommendation 4 of the report, Members were reminded that the Annual Meeting of Council elected the Chairmen and Vice Chairmen of Committees, with the exception of the Licensing Committee.

It was recommended that the Licencing Committee appoint its own Chairman and Vice Chairman at its next meeting.

Nominations were then sought for the Chairmen and Vice Chairmen of Committees.

Role	Nominee	Proposer	Second	Voting record	Outcome
Chairman of Policy and Resources	Cllr Duncan Cllr J Andrews	Cllr Arnold Cllr Clark	Cllr Oxley Cllr Burr	15 Cllr Duncan* 15 Cllr J Andrews	Cllr Duncan elected
Chairman of Planning	Cllr Goodrick Cllr P Andrews	Cllr Duncan Cllr Clark	Cllr Arnold Cllr Thackray	15 Cllr Goodrick* 15 Cllr P Andrews	Cllr Goodrick elected
Vice Chairman of Planning	Cllr Windress Cllr Potter	Cllr Duncan Cllr Clark	Cllr Arnold Cllr Riby	16 Cllr Windress 14 Cllr Potter	Cllr Windress elected
Chairman of Overview and Scrutiny	Cllr Raper Cllr Keal	Cllr Duncan Cllr Mason	Cllr Arnold Cllr Frank	16 Cllr Raper 14 Cllr Keal	Cllr Raper elected
Vice Chairman of Overview and Scrutiny	Cllr Middleton Cllr Brackstone	Cllr Duncan Cllr Clark	Cllr King Cllr J Andrews	15 Cllr Middleton* 15 Cllr Brackstone	Cllr Middleton elected

*Chairman's casting vote

Recorded votes are detailed in Annex A.

Recommendations 5, 6, 7 and 8

The following recommendations 5, 6, 7 and 8 were moved by Councillor Duncan and seconded by Councillor Arnold.

Recommendation 5

That membership of the Committees be that as shown at Annex B of the report with the addition of the Councillors named by the Chairman of the Council

Recommendation 6

That membership of the Licencing Committee be the same members as appointed to the Planning Committee.

Recommendation 7

That the terms of reference of the Policy and Resources Committee, Licensing Committee, Overview and Scrutiny Committee, Planning Committee and the Scheme of Officer Delegation are those set out in Part 3 of the Council's Constitution.

Recommendation 8

That the Chief Executive in consultation with the Head of Corporate Governance and Monitoring Officer be authorised to make consequential amendments to the Constitution arising from the changes referred to above.

Voting record

Unanimous

Resolved

- (a) That, with the exception of the Licensing Committee Chairman and Vice Chairman, who were to be appointed at the next Committee meeting, the Chairmen and Vice Chairmen of Committees be appointed as follows:

Policy and Resources Committee

- | | | |
|------|---------------|-------------------|
| (i) | Chairman | Councillor Duncan |
| (ii) | Vice Chairman | Councillor Arnold |

Planning Committee

- | | | |
|------|---------------|---------------------|
| (i) | Chairman | Councillor Goodrick |
| (ii) | Vice Chairman | Councillor Windress |

Overview and Scrutiny Committee

- | | | |
|------|---------------|----------------------|
| (i) | Chairman | Councillor Raper |
| (ii) | Vice Chairman | Councillor Middleton |

- (b) That membership of Committees be as indicated at Annex B to these minutes;
- (c) That the membership of the Licensing Committee be the same Members as appointed to the Planning Committee;
- (d) That the terms of reference of the Policy and Resources Committee, Licensing Committee, Overview and Scrutiny Committee and Planning Committee and the Scheme of Officer Delegation be those set out in Part 3 of the Council's Constitution
- (e) That the Chief Executive in consultation with the Head of Corporate Governance and Monitoring Officer be authorised to make consequential amendments to the Constitution arising from the changes referred to above.

11 **Appointment of a Representative to the Milton Rooms Management Committee**

The guillotine fell at 10:10pm and this item was deferred.

12 **Appointment of a Representative to the Police, Fire and Crime Panel**

This item was deferred.

13 **Any other business that the Chairman decides is urgent**

The Annual Council meeting closed at 10:30pm.

ANNEX A**RYEDALE DISTRICT COUNCIL****VOTING RECORD – CHAIRMEN AND VICE CHAIRMEN OF COMMITTEES**

* Chairman's casting vote

Role	Nominee	Proposer	Seconders	Voting record	Outcome
Chairman of Policy and Resources	Cllr Duncan	Cllr Arnold	Cllr Oxley	15 Cllr Duncan*	Cllr Duncan elected
	Cllr J Andrews	Cllr Clark	Cllr Burr	15 Cllr J Andrews	

Recorded voteCouncillor Duncan

Councillors Arnold, Bailey, Cleary, Delaney, Docwra, Duncan, Garbutt Moore, Goodrick, Graham, King, Mackenzie, Middleton, Oxley, Raper and Windress

Councillor J Andrews

Councillors J Andrews, P Andrews, Brackstone, Burr, Clark, Cussons, Frank, Hope, Keal, Mason, Potter, Raine, Riby, Thackray and Wass

Role	Nominee	Proposer	Seconders	Voting record	Outcome
Vice Chair of Policy and Resources	Cllr Arnold	Cllr Duncan	Cllr Oxley	15 Cllr Arnold*	Cllr Arnold elected
	Cllr Frank	Cllr Cussons	Cllr Clark	15 Cllr Frank	

Recorded voteCouncillor Arnold

Councillors Arnold, Bailey, Cleary, Delaney, Docwra, Duncan, Garbutt Moore, Goodrick, Graham, King, Mackenzie, Middleton, Oxley, Raper and Windress

Councillor Frank

Councillors J Andrews, P Andrews, Brackstone, Burr, Clark, Cussons, Frank, Hope, Keal, Mason, Potter, Raine, Riby, Thackray and Wass

Role	Nominee	Proposer	Seconders	Voting record	Outcome
Chairman of Planning	Cllr Goodrick	Cllr Duncan	Cllr Arnold	15 Cllr Goodrick*	Cllr Goodrick elected
	Cllr P Andrews	Cllr Clark	Cllr Thackray	15 Cllr P Andrews	

Recorded voteCouncillor Goodrick

Councillors Arnold, Bailey, Cleary, Delaney, Docwra, Duncan, Garbutt Moore, Goodrick, Graham, King, Mackenzie, Middleton, Oxley, Raper and Windress

Councillor P Andrews

Councillors J Andrews, P Andrews, Brackstone, Burr, Clark, Cussons, Frank, Hope, Keal, Mason, Potter, Raine, Riby, Thackray and Wass

Role	Nominee	Proposer	Second	Voting record	Outcome
Vice Chairman of Planning	Cllr Windress Cllr Potter	Cllr Duncan Cllr Clark	Cllr Arnold Cllr Riby	16 Cllr Windress 14 Cllr Potter	Cllr Windress elected

Recorded voteCouncillor Windress

Councillors Arnold, Bailey, Cleary, Delaney, Docwra, Duncan, Garbutt Moore, Goodrick, Graham, Hope, King, Mackenzie, Middleton, Oxley, Raper and Windress

Councillor Potter

Councillors J Andrews, P Andrews, Brackstone, Burr, Clark, Cussons, Frank, Keal, Mason, Potter, Raine, Riby, Thackray and Wass

Role	Nominee	Proposer	Second	Voting record	Outcome
Chairman of Overview and Scrutiny	Cllr Raper Cllr Keal	Cllr Duncan Cllr Mason	Cllr Arnold Cllr Frank	16 Cllr Raper 14 Cllr Keal	Cllr Raper elected

Recorded VoteCouncillor Raper

Councillors Arnold, Bailey, Cleary, Delaney, Docwra, Duncan, Garbutt Moore, Goodrick, Graham, Hope, King, Mackenzie, Middleton, Oxley, Raper and Windress

Councillor Keal

Councillors J Andrews, P Andrews, Brackstone, Burr, Clark, Cussons, Frank, Keal, Mason, Potter, Raine, Riby, Thackray and Wass

Role	Nominee	Proposer	Second	Voting record	Outcome
Vice Chairman of Overview and Scrutiny	Cllr Middleton Cllr Brackstone	Cllr Duncan Cllr Clark	Cllr King Cllr J Andrews	15 Cllr Middleton* 15 Cllr Brackstone	Cllr Middleton elected

Recorded vote

Councillor Middleton

Councillors Arnold, Bailey, Cleary, Delaney, Docwra, Duncan, Garbutt Moore, Goodrick, Graham, King, Mackenzie, Middleton, Oxley, Raper and Windress

Councillor Brackstone

Councillors J Andrews, P Andrews, Brackstone, Burr, Clark, Cussons, Frank, Hope, Keal, Mason, Potter, Raine, Riby, Thackray and Wass

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ANNEX B

RYEDALE DISTRICT COUNCIL

APPOINTMENT OF MEMBERS TO COMMITTEES

POLICY & RESOURCES COMMITTEE

Conservative	RFI	Liberal	Liberal Democrat	Independent
K C Duncan (C) C W Delaney C Docwra S M Graham	S Arnold (VC) J Frank	J S Clark J Andrews		L M Burr A R Riby
Substitutes	Substitutes	Substitutes	Substitutes	Substitutes
N Garbutt Moore J MacKenzie	J A Windress J Raper	M J Potter		P J Andrews

OVERVIEW & SCRUTINY COMMITTEE¹

Conservative	RFI	Liberal	Liberal Democrat	Independent
W R F H Oxley N Garbutt Moore T Middleton (VC) R King	J R Raper (C) D E Cussons	C Brackstone C M Wass	D E Keal	A E Raine

¹ In accordance with the Council's Constitution, where a Member of Overview and Scrutiny Committee has acted as a named substitute at any Policy Committee they may not subsequently scrutinise any decision in which they have been involved.

PLANNING COMMITTEE

Conservative	RFI	Liberal	Liberal Democrat	Independent
C G Goodrick (C) M J T Cleary J MacKenzie J R Bailey	J A Windress (VC) E Hope	M J Potter	S P Mason	P J Andrews S N R Thackray

Substitutes	Substitutes	Substitutes	Substitutes	Substitutes
C Docwra S M Graham	J Frank D E Cussons	J Andrews J S Clark	D E Keal	L M Burr

LICENSING COMMITTEE

Conservative	RFI	Liberal	Liberal Democrat	Independent
C G Goodrick M J T Cleary J MacKenzie J R Bailey	J A Windress E Hope	M J Potter	S P Mason	P J Andrews S N R Thackray



PART B:	RECOMMENDATIONS TO COUNCIL
REPORT TO:	FULL COUNCIL
DATE:	20 MAY 2021
REPORT OF THE:	HEAD OF CORPORATE GOVERNANCE AND MONITORING OFFICER SIMON COPLEY
TITLE OF REPORT:	THE ALLOCATION OF SEATS ON COMMITTEES BETWEEN POLITICAL GROUPS AND THE APPOINTMENT OF MEMBERS TO COMMITTEES
WARDS AFFECTED:	ALL

EXECUTIVE SUMMARY

1.0 PURPOSE OF REPORT

1.1 The purpose of this report is to recommend the allocation of seats on Committees to political groups and the appointment of Members to Committees for 2021/2022

2.0 RECOMMENDATIONS

2.1 The Council decides the political composition of the Committees.

2.2 The Officer recommendations are as follows:

- (i) That the Council appoints those Committees indicated at **Annex A**
- (ii) That the size of the Committees is that specific in **Annex A**
- (iii) That the Council divides Committee seats between political groups in accordance with the allocation shown at **Annex A**
- (iv) That the Annual Meeting of Council elects the Chairmen and Vice-Chairmen of the Standing Committees with the exception of the Licensing Committee
- (v) Membership of the Committees to be that shown at **Annex B** (subject to provision of details from the remaining group at the meeting)
- (vi) That the membership of the Licensing Committee be the same Members as appointed to the Planning Committee
- (vii) That the terms of reference of the Policy & Resources Committee, Licensing

Committee, Overview & Scrutiny Committee, Planning Committee and the Scheme of Officer Delegation are those set out in Part 3 of the Council's Constitution

- (viii) That the Chief Executive in consultation with the Head of Corporate Governance and Monitoring Officer be authorised to make consequential amendments to the Constitution arising from the changes referred to above

3.0 REASON FOR RECOMMENDATION(S)

- 3.1 To comply with the Local Government and Housing Act 1989 and the Local Government (Committees and Political Groups) Regulations 1990 as amended.

4.0 SIGNIFICANT RISKS

- 4.1 There are no significant risks related to the recommendations in this report, which seek to ensure compliance with legal requirements.

5.0 POLICY CONTEXT AND CONSULTATION

A Committees for 2021/22

- 5.1 In accordance with the Council's Constitution, the Council is requested to appoint the Committees as shown in **Annex A**.

B The Allocation of Seats on Committees between Political Groups and the Appointment of Members to Committees

- 5.2 Ryedale District Council is to be treated as being divided into different political groups for the purposes of the Local Government and Housing Act 1989, because at least one political group has been constituted in the prescribed way.

- 5.3 The Local Government and Housing Act 1989 and associated regulations requires the distribution of seats on Committees and Sub-Committees to be on the basis of political proportionality so far as is 'reasonably practicable' between the political groups of the Council, unless every Member of the Council agrees that some other basis of allocation should be used.

- 5.4 The distribution of Committee places between the groups needs to have regard to these rules.

- 5.5 A political group is any group of two or more Councillors who notify the Chief Executive that it wishes to be considered as a political group. In law, it is a 'group' only for the purposes of allocating places on Committees. It is a matter for individual groups to decide whether to get together for political purposes such as a coalition.

- 5.6 In making appointments to Committees, the Council must be guided by the following principles:

- (a) Not all seats on the Committees can be allocated to one political party;
- (b) The majority of seats should be awarded to a group having a majority on the Council;

- (c) Subject to (a) and (b), the total number of places allocated on all Committees must be proportionate to the political strength on the Council as a whole;
- (d) Subject to (c) the places on each Committee must be proportionate to political strength
- 5.7 One effect of the rules is that there is no requirement for all political groups to be represented on all Committees unless the figures justify such representation. If the Committee size means a smaller group does not get a place, then that is not unlawful. It is a matter for the Council to decide on the size of Committees and the distribution of places between the groups and for the political groups to determine their individual membership.
- 5.8 Political proportionality on Committees is achieved in the following two stages:
- 5.8.1 the first stage is the allocation of numbers of seats on Committees to each political group;
- 5.8.2 the second stage is the giving effect to such allocations by appointing individual Members.
- 5.9 If Council adopts **Annex A** the political proportionality rules apply to the following Committees of the Council:

COMMITTEE	
1.	Policy & Resources Committee
2.	Overview & Scrutiny Committee*
3.	Planning Committee

* The Overview and Scrutiny Committee also acts as the District Council's Audit Committee and Corporate Governance Standards Committee

REPORT

6.0 REPORT DETAILS

6.1 The strength of the political groups on the Council of 30 Members is as follows:

Conservative	11	(36.67%)
Liberal	5	(16.67%)
Independent	5	(16.67%)
Ryedale First Independent	3	(10%)
Independent for Ryedale	3	(10%)
Liberal Democrat and Independent	3	(10%)

6.2 Given the political composition of the Council, political proportionality is considered to be achieved with the following Committee sizes:

Policy & Resources	10
Overview & Scrutiny	10
Planning	10
Total	<u>30</u>

The seats on Committees which can be allocated between political groups therefore totals 30 seats.

- 6.3 The numerical entitlements have been divided as follows (these being the nearest divisions for mathematical accuracy and having regard to the fact that whole numbers must be attained):

	Conservative	Liberal	Independent	Ryedale First Independent	Independent for Ryedale	Lib Dem & Ind.	Total
Committees	11	5	5	3	3	3	30

Against this background and on the basis of group constitutions the number of seats recommended to be allocated to each political group is as follows:

Conservative	11
Liberal	5
Independent	5
Ryedale First Independent	3
Independent for Ryedale	3
Liberal Democrat & Independent	3
	30

- 6.4 Council needs to divide Committee seats between political groups.
- 6.5 The legal obligation to ensure that there is proportionality in the political composition of Committees extends only to proportionate representation of members of political groups and does not require ungrouped single Members to be proportionally represented.
- 6.6 The Head of Corporate Governance and Monitoring Officer has discussed political proportionality and Committee membership with all political Group Leaders in advance of the Annual Council meeting to clarify the position of the political groups on those issues as far as is reasonable practicable. Group Leaders are thanked for assisting this process.
- 6.7 In terms of appointment of Members to Committees, Council is requested to note the following constitutional provisions:
1. Each Councillor may only sit on one Committee;
 2. Each political group may have substitutes to cover the absence of Members of the group on the Policy and Resources Committee and the Planning Committee. Most political groups are entitled to two named substitutes;
 3. There are no substitutes on the Overview and Scrutiny Committee or the Licensing Committee;
 4. In relation to choosing substitutes on the Policy and Resources Committee and the Planning Committee, one named substitute for each political group can be drawn from the Overview and Scrutiny Committee, but the substitute cannot scrutinise a decision they were part of, for example on the Policy and Resources Committee.
- 6.8 **Annex C** outlines the procedure should any political group not make nominations of Members to fill Committee seats.

6.9 All members sitting on committees dealing with planning and licensing must be trained to ensure that they can deal with these matters appropriately, having regard to all legal, policy and procedural requirements.

7.0 IMPLICATIONS

7.1 The following implications have been identified:

- a) Financial
None.
- b) Legal
This report ensures compliance with the Local Government and Housing Act 1989, and associated regulations.
- c) Other (Equalities, Staffing, Planning, Health & Safety, Environmental and Climate Change, Crime & Disorder)
None.

Simon Copley

Head of Corporate Governance and Monitoring Officer

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Background Papers:

None

Background Papers are available for inspection at:

Not applicable

DIVISION OF MAIN COMMITTEE SEATS FOR 2021/2022

PART 1 – COMMITTEE SEATS

Political Group	Policy & Resources	Overview & Scrutiny	Planning Committee	Total (30 seats)
Conservative	4(3.66)	4(3.66)	3(3.66)	11
Liberal	2 (1.66)	1 (1.66)	2(1.66)	5
Independent	1 (1.66)	2 (1.66)	2(1.66)	5
Ryedale First Independent	1 (1)	1 (1)	1 (1)	3
Independent for Ryedale	1 (1)	1 (1)	1 (1)	3
Lib Dem & Independent	1 (1)	1 (1)	1 (1)	3
	10	10	10	30

PART 2 – LICENSING COMMITTEE

	Licensing Committee
Conservative	3
Liberal	2
Independent	2
Ryedale First Independent	1
Independent for Ryedale	1
Liberal Democrat & Independent	1

RYEDALE DISTRICT COUNCIL

APPOINTMENT OF MEMBERS TO COMMITTEES

POLICY & RESOURCES COMMITTEE

Conservative	Liberal	Independent	Ryedale First Independent	Independent for Ryedale	Lib Dem & Independent
K C Duncan C W Delaney C Docwra S M Graham		L M Burr	S Arnold	J Frank	D E Keal
Substitutes J R Bailey J Mackenzie	Substitutes	Substitutes	Substitutes J A Windress J Raper	Substitutes E Hope D E Cussons	Substitutes S P Mason

OVERVIEW & SCRUTINY COMMITTEE¹

Conservative	Liberal	Independent	Ryedale First Independent	Independent for Ryedale	Lib Dem & Independent
J R Bailey R King W R F H Oxley N Garbutt Moore		A R Riby A E Raine	J Raper	D E Cussons	T Middleton

¹ In accordance with the Council's Constitution, where a Member of Overview and Scrutiny Committee has acted as a named substitute at any Policy Committee they may not subsequently scrutinise any decision in which they have been involved.

PLANNING COMMITTEE

Conservative	Liberal	Independent	Ryedale First Independent	Independent for Ryedale	Lib Dem & Independent
C Goodrick M J T Cleary J Mackenzie		P J Andrews S N R Thackray	J A Windress	E Hope	S P Mason
Substitutes	Substitutes	Substitutes	Substitutes	Substitutes	Substitutes
C Docwra S M Graham		A R Riby	S Arnold J Raper	J Frank D E Cussons	D E Keal

LICENSING COMMITTEE

Conservative	Liberal	Independent	Ryedale First Independent	Independent for Ryedale	Lib Dem & Independent
C Goodrick M J T Cleary J Mackenzie		P J Andrews S N R Thackray	J A Windress	E Hope	S P Mason

NON-APPOINTMENT OF MEMBERS TO COMMITTEES

If any political group does not make nominations the procedure is as follows:

Regulation 15 of the Local Government (Committees and Political Groups) Regulations 1990 makes provision for appointments to Committees in circumstances where a political group has failed to express its wishes in relation to the appointment of its members to Committees.

The Annual Council meeting would review the allocation of seats to all political groups;

The next day, the Proper Officer gives the group formal notice of the allocation of seats to that political group;

The group then has three weeks beginning with the date on which notice is received to make nominations;

There would be a vacancy in respect of the Committee seats allocated to the group not making a nomination of a Member for the seat until the next subsequent Council meeting on 24 June 2021.

In the absence of a group making nominations within the three week period mentioned above, Council may make such appointment to that Committee seat as it thinks fit. In that event, the political group may not have a seat on the Committee(s).

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