

MEMBERSHIP OF LOCAL PLANNING & ENVIRONMENT ADVISORY COMMITTEE

Cabinet – 5 June 2014

Report of Chief Officer Legal and Governance

Status: For Decision

Key Decision: No

Portfolio Holder Cllr. Fleming

Contact Officer David Lagzdins Ext. 7350

Recommendation to Cabinet: That the membership be reviewed and reduced to twelve.

Reason for recommendation: Due to administrative error one too many majority party members were given seats on the Local Planning & Environment Advisory Committee.

Introduction and Background

- 1 At the Special meeting of Cabinet held on 13 May 2014, the memberships and terms of reference were agreed for all the Cabinet Advisory Committees.
- 2 Unfortunately it was not apparent at the time that there had been an administrative error and there were actually one too many Conservative party members appointed to the Local Planning & Environment Advisory Committee.
- 3 This report therefore seeks to rectify this situation, prior to the next meeting of this Advisory Committee on 1 July 2014, and asks Cabinet to review the membership and remove one majority party member.

Key Implications

Financial

There are no implications as a direct result of this report.

Legal Implications and Risk Assessment Statement.

The membership needs to reflect the terms of reference and comply with political proportionality.

Equality Impacts

| Consideration of impacts under the Public Sector Equality Duty: | | |
|---|----------|--|
| Question | Answer | Explanation / Evidence |
| a. Does the decision being made or recommended through this paper have potential to disadvantage or discriminate against different groups in the community? | Yes / No | Provide a full explanation of the potential impact (for all decision options being presented) on those people within the community who might share any of the following characteristics: <ul style="list-style-type: none"> – Ethnicity |
| b. Does the decision being made or recommended through this paper have the potential to promote equality of opportunity? | Yes / No | <ul style="list-style-type: none"> – Disability – Sex – Age – Religion / Belief – Sexual Orientation – Pregnancy & Maternity – Marital or Civil Partnership status – Gender reassignment You must also provide details of any evidence you have to demonstrate the potential impact. |
| c. What steps can be taken to mitigate, reduce, avoid or minimise the impacts identified above? | | Include steps that could be taken for all decision options being presented. |

Appendices

Appendix A - Membership

Background Papers:

[Special Cabinet Agenda & Minutes 13 May 2014](#)

Christine Nuttall

Chief Officer for Legal and Governance

Local Planning & Environment Advisory Committee

Membership

(12 Members to include Portfolio Holder: [10 Conservative](#), 1 Labour, 1 Liberal Democrat)

Cabinet Member: Cllr. Piper

Deputy Cabinet Members: Cllrs. Hunter and Searles

Cllrs. [Ball](#), [Butler](#), [Mrs Dawson](#), [Dickins](#), [Gaywood](#), [Horwood](#), Mrs Purves, Mrs Sargeant [Scholey](#), and [Williamson](#)

Terms of Reference

- a) The Advisory Committee shall undertake policy initiation and development;
- b) The Advisory Committee shall consider such other matters as are referred to it by the Portfolio Holder;
- c) At the request of either Cabinet or the Audit Committee carry out specific research and development projects and to submit recommendations to Cabinet;
- d) The Advisory Committee shall develop and approve its annual work plan ensuring that there is efficient use of the Committee's time; and
- e) The Cabinet Member be requested to provide a report to each meeting outlining their activities since the previous meeting any any decisions they intend to take in the following three months.
- f) Recommend and keep under review, governance arrangements for the prioritisation of the Community Infrastructure Levy (CIL).

Within the areas of responsibility of: Conservation; Development Control; Local Plan (formerly LDF); Planning Policy; Transport Policy; Direct Services; Climate Change; Energy Efficiency & Fuel Poverty; Street Cleansing; and Waste & Recycling.

The Cabinet Advisory Committee to ensure that there is mutual respect and cooperation with all other Committees within the Council. Key Implications