

<b>Policy and Resources Committee</b>	
<b>Meeting Date</b>	15 July 2024
<b>Report Title</b>	Membership of the Planning and Transportation Policy Working Group
<b>EMT Lead</b>	Lisa Fillery – Director of Resources
<b>Head of Service</b>	
<b>Lead Officer</b>	Jo Millard – Democratic and Electoral Services Manager
<b>Classification</b>	<b>Open</b>
<b>Recommendations</b>	<p>The Policy and Resources Committee is asked to:</p> <ol style="list-style-type: none"> <li>1. <b>Determine</b> the number of members who should sit on the Planning and Transportation Policy Working Group.</li> <li>2. <b>Agree</b> the membership of the Planning and Transportation Policy Working Group based on the Groups’ nominations for membership at Appendix I.</li> <li>3. <b>Agree</b> the Chair and Vice Chair of the Planning and Transportation Working Group for agenda setting purposes, until the Working Group elect a Chair and Vice Chair at the first meeting.</li> </ol>

## **1 Purpose of Report and Executive Summary**

- 1.1 This report asks the Policy and Resources Committee to agree the membership of the Planning and Transportation Policy Working Group based on the Groups’ nominations.

## **2 Background**

- 3.1 Under Part 2.1.1.8 of the Council’s constitution, the Policy and Resources Committee must establish a working group to make recommendations to it on the following areas, to be known as the Planning and Transportation Policy Working Group:
- i. The development of planning policy including policies forming the local plan for recommendation to Council;
  - ii. Section 106 and community infrastructure levy;
  - iii. Building and development control;
  - iv. Transport; and
  - v. Land charges.

### 3 Proposals

3.1 The Planning and Transportation Policy Working Group will report to the Policy and Resources Committee, but its membership does not have to be drawn from the Committee. The political balance rules do not strictly apply to working groups, but the constitution sets out that they will operate in an open and transparent way and membership will be drawn from members who are from different political groups on the Council and should be proportionate. The table below provides information on proportionality of Committee seats:

	Number of Members	Overall proportionality
<b>Administration</b>	30	63.83%
<b>Cons Opp</b>	10	21.28%
<b>Lib Dem Opp</b>	4	8.51%
<b>Independent*</b>	2	4.26%
<b>Vacant**</b>	1	2.13%
<b>Total</b>	<b>47</b>	<b>100%</b>

\*Independent Councillor not a group

\*\* Vacant seat to be allocated after By-Election

- 3.2 In order to provide as much flexibility to service committees as possible in establishing working groups, the constitution does not specify a number of members to sit on such groups. It is therefore for the Committee to determine the number of members on the Planning and Transportation Policy Working Group.
- 3.3 It is notable that in the civic year 2023/24 the Planning and Transportation Policy Working Group was made up of 11 members (7 from administration groups and 4 from opposition groups). Based on the current proportionality, it may be that the Committee will wish to appoint the same number of members to the working group, noting that in order to be proportionate there should be 8 members from the administration, 2 from the largest opposition group and 1 from the next smallest opposition group (Independent Councillor not a group). It is usual for council committees, subcommittees and working groups to have an uneven number of members in order to reduce the likelihood of tied votes.
- 3.4 The Policy and Resources Committee is now **recommended** to determine the number of members who should sit on the Planning and Transportation Policy Working Group, and then to agree the membership of the working group based on the nominations as set out in Appendix I and to agree the Chair of the Planning and Transportation Working for Agenda setting purposes, until the Working Group elect a Chair and Vice Chair at the first meeting.

## 4 Alternative Options

- 4.1 The constitution obliges the Policy and Resources Committee to establish a Planning and Transportation Policy Working Group, so there are no meaningful alternative options.

## 5 Consultation Undertaken or Proposed

- 5.1 All Group Leaders have been asked to advise Democratic Services of their nominations to seats on the Planning and Transportation Policy working group.

## 6 Implications

Issue	Implications
Corporate Plan	The recommendations in this report contribute to the council priority to renew local democracy and make the council fit for the future.
Financial, Resource and Property	As with the parent committee and all service committees, the working group will need to operate within the budget framework adopted each year by Council.
Legal, Statutory and Procurement	The establishment of the Planning and Transportation Policy Working Group is set out in the Council's constitution.
Crime and Disorder	None identified at this stage.
Environment and Climate/Ecological Emergency	None identified at this stage.
Health and Wellbeing	None identified at this stage.
Safeguarding of Children, Young People and Vulnerable Adults	None identified at this stage.
Risk Management and Health and Safety	None identified at this stage.
Equality and Diversity	None identified at this stage.
Privacy and Data Protection	None identified at this stage.

## **7 Appendices**

7.1 The following documents are to be published with this report and form part of the report:

- Appendix I: Groups' Nominations for the Planning and Transportation Policy Working Group – To-Follow

## **8 Background Papers**

8.1 There are no background papers.