



Annual Council
23 May 2023

WORTHING BOROUGH
COUNCIL

Ward(s) Affected: All

Political proportionality and allocation of committee seats

Report by the Director for Digital, Sustainability & Resources

Executive Summary

1. Purpose

1.1. The report outlines a number of decisions required by Council to ensure that the decision making structure for 2023/24 is determined according to the Council's Constitution, this includes:

- 1.1.1. To note the Political Balance of the Council;
- 1.1.2. To agree the allocation of seats based on the Political Balance of the Council, following the results of the Borough elections on 4 May 2023;
- 1.1.3. In accordance with Political Group nominations, to appoint Members to seats on Committees for 2023/24;
- 1.1.4. To appoint the Chairs and Vice-Chairs to each Committee for 2023/24;
- 1.1.5. To note the Leader of the Main Opposition for 2023/24.

2. Recommendations

- 2.1. That the Council notes the decision making structure of the Council and the political balance of the Council as detailed in paragraphs 4.1 and 4.2 and Appendix A.
- 2.2. That the Council appoints to the Committees in accordance with the wishes of the Political Groups on the Council detailed in Appendix B.
- 2.3. That the Chairs and Vice-Chairs of Committees be appointed until the Annual Meeting of the Council in 2024.
- 2.4. In accordance with Council Procedure Rule 38, the Council notes the Leader of the Conservative Group as the Leader of the Main Opposition.

3. Context

- 3.1. The business conducted at the Annual Meeting of Council is governed by legislation and the procedure rules for the Annual Council Meeting, as set out in Part 4 of the Council's Constitution.
- 3.2. To streamline the business of the Annual Meeting of Council the items relating to Political Balance, decision making structure, appointments to Committees and the Chair and Vice-Chair roles are included within this single report.

4. Issues for consideration

- 4.1. Members are asked to note the political balance of the Council since the results of the Borough election on 4 May 2023 and confirm the allocation of seats, as detailed at Appendix A.
- 4.2. Group Leaders have been consulted regarding their proposed nominations to the various seats in the decision making structure. The Council is asked to agree the non-executive committee memberships. These are outlined in Appendix B (*Details of the nominated committee memberships will be published to the website once they are received from each of the Political Groups*).

- 4.3. That the Council appoints the Chairs and Vice-Chairs to the non-executive committees. The nominations from the Leading Group are indicated in Appendix B (*Details of the nominated committee memberships will be published to the website once they are received from each of the Political Groups*).
- 4.4. In accordance with the Constitution, Council Procedure Rule (CPR) 38 (appointment of the Leader of the Main Opposition), the Council is asked to note the Leader of the Conservative Group as the Leader of the Main Opposition.

5. Engagement and Communication

- 5.1. Group Leaders have been consulted regarding their proposed nominations to the various seats in the decision making structure.

6. Financial Implications

- 6.1. The financial implications arising from this report, any Special Responsibility Allowances that may be payable, have been taken into account in the 2023/24 budget.

7. Legal Implications

- 7.1. s106 Local Government Act 1972 provides that Councils may make Standing Orders for the regulation of their proceedings and business.
- 7.2. s111 Local Government Act 1972 provides that the Council shall have the power to do anything which is calculated to facilitate or is conducive or incidental to the discharge of any of their functions.
- 7.3. s15, 16 and 17 of the Local Government and Housing Act 1989 set out powers and duties in relation to Political Balance on Committees and the exceptions and exemptions therein.
- 7.4. Local Government Act 2000 as amended by the Local Government and Public Involvement in Health Act 2007 sets out regulations regarding appointments to Executive and Committees in Councils that have adopted Executive arrangements.

Background Papers

Local Government Act 1972

Local Government and Housing Act 1989

Local Government Act 2000

Local Government and Public Involvement in Health Act 2007

Knowles on Local Authority Meetings – A manual of Law and Practice

Result of Poll(s) Elections held on 4 May 2023

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Sustainability & Risk Assessment

1. Economic

Matter considered and no issues identified.

2. Social

2.1 Social Value

Matter considered and no issues identified.

2.2 Equality Issues

Committees must take proper account of the Council's duties to promote compliance with the convention rights scheduled in the Human Rights Act 1988, to reduce crime and disorder and to promote equalities.

2.3 Community Safety Issues (Section 17)

Matter considered and no issues identified.

2.4 Human Rights Issues

Matter considered and no issues identified.

3. Environmental

Matter considered and no issues identified.

4. Governance

The Committee structure for Worthing Borough Council, including Joint Committees with Adur District Council, are set out in the Council's Constitution.

Appendix A

(a) Representation of Political Groups on the Council

To confirm the political groups and the number and proportion of seats held.

Representation on the Council and the number and proportion of seats held are as follows;

Number of seats on Council: (37)	Political Group	Proportion of seats (100%)
24	Labour	64.86%
11	Conservative	29.73%
2	Ungrouped	5.41%

In accordance with the rules on political representation, the number of seats to be taken by each political group (a political group comprises of 2 or more members) on the Council's committees are set out below. Appropriate provision has also been made for ungrouped members in respect of any remaining committee places. The council must appoint any unallocated seats to ungrouped members in accordance with section 16(2A) Local Government and Housing Act 1989 (as amended).

Number of seats on Committees

Labour	39
Conservative	18
Ungrouped	3

Please note that the following are not included in the above figures because the political balance requirements do not apply:

- Cabinet and Joint Strategic Committee (as all are made up of the Executive);
- Licensing Committee (when determining matters under the 2003/05 Licensing Acts)

In consultation with Group Leaders and Ungrouped Members, the proposed allocation of seats is as follows:-

Committee	No. of Seats	Labour	Conservative	Ungrouped
Joint Audit & Governance	8	5	2	1
Licensing	15	10	4	1
Planning	8	5	3	0
Overview & Scrutiny	15	10	4	1
Joint Overview & Scrutiny	8	5	3	0
Joint Staff	3	2	1	0
Joint Senior Staff	3	2	1	0
TOTAL	60	39	18	3

JOINT COMMITTEE MEMBERSHIP / APPOINTMENTS
2023-24

Joint Strategic Committee Membership is the Leader and their Cabinet <i>(no requirement for political balance)</i>		
No	Councillor	Political Group
Worthing Borough Council		
1	Chair:	
2	Vice-Chair:	
3	tbc	
4	tbc	
5	tbc	
6	tbc	
7	tbc	
8	tbc	
9	tbc	
Adur District Council		
1	Chair:	
2	Vice-Chair:	
3		
4		
5		
6		

Joint Audit and Governance Committee <i>(requirement for political balance)</i>		
No	Councillor	Political Group
Worthing Borough Council		
1	Chair:	Labour
2	Vice-Chair:	Labour
3		Labour
4		Labour
5		Labour
6		Conservative
7		Conservative
8		Liberal Democrat
Adur District Council		
1	Chair:	
2	Vice Chair:	
3		
4		
5		
6		
7		
8		

**** Note:** *Not more than one member to be a Cabinet Member*

For Standards matters:

Independent persons: Simon Norris-Jones and Lindsay Viljoen (1 vacancy)

Parish representatives: Lancing Parish Council (1) – Sompting Parish Council (1)

Joint Staff Committee <i>(requirement for political balance)</i>		
No	Councillor	Political Group
Worthing Borough Council		
1	Chair:	Labour
2	Vice-Chair:	Labour
3		Conservative
Adur District Council		
1	Chair:	
2	Vice Chair:	
3		

Joint Senior Staff Committee <i>(requirement for political balance)</i>		
No	Councillor	Political Group
Worthing Borough Council		
1	Chair:	Labour
2	Vice-Chair:	Labour
3		Conservative
Adur District Council		
1	Chair:	
2	Vice-Chair:	
3		

Note: *Each Council must have one Cabinet member*

Joint Overview & Scrutiny Committee <i>(requirement for political balance)</i>		
No	Councillor	Political Group
Worthing Borough Council		
1	Chair:	Labour
2	Vice-Chair:	Labour
3		Labour
4		Labour
5		Labour
6		Conservative
7		Conservative
8		Conservative
Adur District Council		
1	Chair:	
2	Vice Chair:	
3		
4		
5		
6		
7		
8		



WORTHING BOROUGH
COUNCIL

COMMITTEE MEMBERSHIP /
APPOINTMENTS
2023-24

Cabinet, appointed by the Leader		
	Councillor	Title
1		Leader
2		tbc
3		tbc
4		tbc
5		tbc
6		tbc
7		tbc
8		tbc
9		tbc
Policy Advisors to Cabinet Members		
These are not Council appointments; they are made by the individual Cabinet Member and advised to the Director of Communities.		
1		Leader
2		tbc
3		tbc
4		tbc
5		tbc
6		tbc

Worthing Planning Committee (requirement for political balance)		
No	Councillor	Political Group
1	Chair:	Labour
2	Vice-Chair:	Labour
3		Labour
4		Labour
5		Labour
6		Conservative
7		Conservative
8		Conservative

It is a requirement that Members and substitute members of this Committee must receive appropriate training.

Overview and Scrutiny Committee
(requirement for political balance)

No	Councillor	Political Group
1	Chair:	Labour
2	Vice-Chair:	Labour
3		Labour
4		Labour
5		Labour
6		Labour
7		Labour
8		Labour
9		Labour
10		Labour
11		Conservative
12		Conservative
13		Conservative
14		Conservative
15		Liberal Democrat

Worthing representative on the West Sussex Health and Adult Social Care Committee
(membership is from the Scrutiny Committee)

tbc	Labour
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Licensing and Control Committees 'A' and 'B' (requirement for political balance)		
No	Councillor	Political Group
1	Chair:	Labour
2	Vice-Chair:	Labour
3		Labour
4		Labour
5		Labour
6		Labour
7		Labour
8		Labour
9		Labour
10		Labour
11		Conservative
12		Conservative
13		Conservative
14		Conservative
15		Green
Substitute Member Nomination		Political Group

Note:

Although two separate Committees operating under different rules, it is suggested that Membership/Chairperson/Vice-Chairperson are the same for both.

It is a requirement that Members of this Committee must receive appropriate training.

Substitutes are not permitted for 'B' Committee.

Requirement for Political balance is dependent on which Committee is meeting. Officers will ensure this is correct in each case.

Notified Group Leaders (Regulation 8(3))

Labour Group - Cllr Dr Beccy Cooper (Leader)

Cllr Carl Walker (Deputy)

Conservative Group - Cllr Kevin Jenkins (Leader)

Cllr Elizabeth Sparkes (Deputy)