



# **Council Meeting**

**Council Offices  
White Cliffs Business Park  
Dover**

Wednesday, 12 December 2018

Summons and Agenda

**Nadeem Aziz**  
Chief Executive





Democratic Services  
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4 December 2018

To the Members of the Council,

You are hereby summoned to attend a meeting of the **COUNCIL** to be held in the Council Chamber - Council Offices at these Offices on Wednesday 12 December 2018 at 6.00 pm for the transaction of the business set out in the Agenda.



Chief Executive

Members of the Council:

S S Chandler (Chairman)	N Dixon	S M Le Chevalier
D Hannent (Vice-Chairman)	M R Eddy	S C Manion
J S Back	A Friend	K Mills
S F Bannister	R J Frost	K E Morris
T J Bartlett	B Gardner	D P Murphy
P M Beresford	B J Glayzer	A M Napier
T A Bond	P J Hawkins	M J Ovenden
P M Brivio	P G Heath	A S Pollitt
B W Butcher	J M Heron	G Rapley
P I Carter	M J Holloway	N A G Richards
N J Collor	S J Jones	M Rose
M D Conolly	P D Jull	D A Sargent
M I Cosin	L A Keen	F J W Scales
G Cowan	N S Kenton	P Walker
D G Cronk	P S Le Chevalier	P M Wallace

AGENDA

1 **APOLOGIES**

To receive any apologies for absence.

2 **DECLARATIONS OF INTEREST** (Page 5)

To receive any declarations of interest from Members in respect of business to be transacted on the agenda.

3 **ANNOUNCEMENTS**

To receive any announcements from the Chairman, Leader, Members of the Cabinet or Head of Paid Service.

4 **SEAT ALLOCATION AND GROUP APPOINTMENTS - SHADOW CABINET**

To note the changes to the Shadow Cabinet.

(Note: Any changes must be within the approved allocation of seats to political groups in accordance with the political balance rules (where applicable).)

5 **REVIEW OF ALLOCATION OF SEATS TO POLITICAL GROUPS** (Pages 6 - 23)

To consider the report of the Chief Executive and Director of Governance (to follow).

6 **URGENT BUSINESS TIME**

To consider any other items deemed by the Chairman of the Council to be urgent in accordance with the Local Government Act 1972.

**Access to Meetings and Information**

- Members of the public are welcome to attend meetings of the Council, its Committees and Sub-Committees. You may remain present throughout them except during the consideration of exempt or confidential information.
- All meetings are held at the Council Offices, Whitfield unless otherwise indicated on the front page of the agenda. There is disabled access via the Council Chamber entrance and a disabled toilet is available in the foyer. In addition, there is a PA system and hearing loop within the Council Chamber.
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**Large print copies of this agenda can be supplied on request.**

**Declarations of Interest**

Disclosable Pecuniary Interest (DPI)

Where a Member has a new or registered DPI in a matter under consideration they must disclose that they have an interest and, unless the Monitoring Officer has agreed in advance that the DPI is a 'Sensitive Interest', explain the nature of that interest at the meeting. The Member must withdraw from the meeting at the commencement of the consideration of any matter in which they have declared a DPI and must not participate in any discussion of, or vote taken on, the matter unless they have been granted a dispensation permitting them to do so. If during the consideration of any item a Member becomes aware that they have a DPI in the matter they should declare the interest immediately and, subject to any dispensations, withdraw from the meeting.

Other Significant Interest (OSI)

Where a Member is declaring an OSI they must also disclose the interest and explain the nature of the interest at the meeting. The Member must withdraw from the meeting at the commencement of the consideration of any matter in which they have declared a OSI and must not participate in any discussion of, or vote taken on, the matter unless they have been granted a dispensation to do so or the meeting is one at which members of the public are permitted to speak for the purpose of making representations, answering questions or giving evidence relating to the matter. In the latter case, the Member may only participate on the same basis as a member of the public and cannot participate in any discussion of, or vote taken on, the matter and must withdraw from the meeting in accordance with the Council's procedure rules.

Voluntary Announcement of Other Interests (VAOI)

Where a Member does not have either a DPI or OSI but is of the opinion that for transparency reasons alone s/he should make an announcement in respect of a matter under consideration, they can make a VAOI. A Member declaring a VAOI may still remain at the meeting and vote on the matter under consideration.

Note to the Code:

Situations in which a Member may wish to make a VAOI include membership of outside bodies that have made representations on agenda items; where a Member knows a person involved, but does not have a close association with that person; or where an item would affect the well-being of a Member, relative, close associate, employer, etc. but not his/her financial position. It should be emphasised that an effect on the financial position of a Member, relative, close associate, employer, etc OR an application made by a Member, relative, close associate, employer, etc would both probably constitute either an OSI or in some cases a DPI.

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<b>Subject:</b>	<b>REVIEW OF ALLOCATION OF SEATS TO POLITICAL GROUPS</b>
<b>Meeting and Date:</b>	<b>COUNCIL – 12 DECEMBER 2018</b>
<b>Report of:</b>	<b>JOINT REPORT OF THE CHIEF EXECUTIVE AND THE DIRECTOR OF GOVERNANCE</b>
<b>Classification:</b>	<b>UNRESTRICTED</b>

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**Purpose of the report:** The prompt and correct allocation of committee seats is vital to maintaining an effective and transparent governance framework.

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- Recommendation:** *That it be recommended to Council:*
- (a) *That the report setting out the recommended allocation of seats to political groups be adopted.*
  - (b) *That the Dover Joint Transportation Board and the two Overview and Scrutiny Committees be considered as Ordinary Committees for the purposes of calculating the allocation of seats for political groups.*
  - (c) *That the Council appoints its Committees with the sizes and allocation of seats between political groups as set out in Appendix 1 and 2 of the report, and invites the Group Leaders to make nominations to fill the seats on these Committees.*
  - (d) *That the Council appoints to the seats on the committees to give effect to the nominations*
  - (e) *That the Council determine the allocation of seats to the non-aligned members of the Council and makes appointments to the allocated seats.*
  - (f) *That the Council appoints a Licensing Committee with 15 seats and, whilst noting that the duty to ensure political proportionality does not apply, resolves that the Licensing Committee should reflect the proportionality of the Council.*
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## 1. Summary

Consequent upon the giving of notices to the Council under the Local Government (Committees and Political Groups) Regulations 1990 ('the Regulations'), Councillors M R Eddy and P Walker have ceased to be members of the Labour group and formed a new political group on the Council, known as the Progressive Group. Where there is a change in the different political groups on the council the Regulations require the Council to review the allocation of seats on committees.

## 2. Introduction and Background

2.1 The political composition of the Council is currently 24 Conservative Group members, 16 Labour Group members, 2 Progressive Group members and 3 members who are not currently members of any political group. In this report these 3 members are

referred to as “non-aligned members” To be counted as a political group for the purposes of the political balance rules a group is required to have at least two members and have formally notified the authority that it is a political group. The Conservative, Labour and Progressive Groups meet this requirement. The Progressive Group provided notice to the Proper Officer of their intention to form a political group on 5 November 2018 at which point it met this requirement.

2.2 Section 15 of the Local Government and Housing Act 1989 (specifically subsections (3) to (5)) prescribes the Council's duty to determine the allocation of seats which states the basic principles of seat allocation.

2.3 In summary, these principles of determination are that:

- (a) All the seats are not allocated to the same group;
- (b) The majority of the seats go to the group (if any) which has an overall majority on the Council (i.e. 23 or more seats);
- (c) Subject to the above two principles, that the number of seats on the total of all the ordinary committees allocated to each group bears the same proportion to the proportion on the full Council; and
- (d) Subject to (a) to (c), that the number of seats on each ordinary committee and each Sub-Committee allocated to each group bears the same proportion to the proportion on the full Council.

#### **Section 15(3) of the Local Government and Housing Act 1989**

2.4 The determination of seats on the Council has been undertaken in accordance with the principles set out in Section 15(3) of the Act, which states as follows:

“15(3) Where at any time the representation of different political groups on a body to which this section applies falls to be reviewed under this section by any relevant authority or committee of a relevant authority, it shall be the duty of that authority or committee, as soon as practicable after the review ,to determine the allocation to the different political groups into which the members of the authority are divided of all the seats which fall to be filled by appointments made from time to time by that authority or committee.”

2.5 However, where the Council has members who are non aligned , this section is amended by regulation 16 of The Regulations to read as follows:

“15(3) Where at any time the representation of different political groups on a body to which this section applies falls to be reviewed under this section by any relevant authority or committee of a relevant authority, it shall be ***the duty of that authority or committee, as soon as practicable after the review to determine the allocation to each of those groups of such of the seats which fall to be filled by appointments made from time to time by that authority or committee as bear to the total of all of those seats the same proportion as is borne by the number of members of that group to the membership of the authority.***”

2.6 Additionally, where there are non aligned members, section 16(2A) of the Local Government and Housing Act 1989 has effect. This provides:

16(2A) *“Where appointments fall to be made to seats on a body to which section 15 applies otherwise than in accordance with a determination under that section, it shall be the duty of the authority or the committee, as the case may be, so to exercise their power to make appointments as to secure that the persons appointed to those seats are not members of any political group”*

2.7 The implications of these changes to paragraph 15(3) taken with section 16(2A) is to require that the Council must allocate seats to the non-aligned members in the same proportion that their number bears to the total membership of the Council.

### **Variations to Political Balance Principles**

2.8 Prior to the allocation of seats, the Council may make variations to the principles of political balance in cases where a decision is taken to do so with no members voting against it.

2.9 If a political group fail to express their wishes within a period of three weeks of being notified of its allocation (which shall be taken as commencing from 12 December 2018, the date of the Council meeting where this report is considered), the Council at its first meeting after this period may make such appointment as it sees fit by majority vote regardless of the principles of political balance.

### **Definition of Ordinary Committees**

2.10 The following are a list of the ordinary committees of the Council:

- Electoral Matters Committee
- General Purposes Committee
- Governance Committee
- Planning Committee
- Regulatory Committee

2.11 The total number of seats on the ordinary committees of the Council is 32 seats.

2.12 In addition to the above ordinary committees, the Council has historically treated the Dover Joint Transportation Board (district council seats only) and the two Overview and Scrutiny Committees as ordinary committees for the purposes of seat allocation.

2.13 It is the view of the Solicitor to the Council that Section 21 (11) of the Local Government Act 2000 (under which Scrutiny Committees are appointed), makes the Scrutiny Committees 'bodies' to which the political balance rules apply. What it does not do is to make them automatically 'ordinary committees' for the purposes of the political balance rules.

2.14 If the Dover Joint Transportation Board and the two Scrutiny Committees are considered to be ordinary committees of the Council it increases the number of places on ordinary committees to 59 seats.

### **Allocation of Seats – Non-Ordinary Committees**

2.15 In addition to the ordinary committees of the Council, there are three non-ordinary committees of the Council. Although these are not bound by the same requirements for political balance as the ordinary committees it should be noted that they have historically been allocated on that principle where possible.

- 2.16 The non-ordinary committees appointed on the basis of political balance are the Licensing Committee, the Joint Staff Consultative Forum and the Joint Health, Safety and Welfare Consultative Forum.

#### **Allocation of Seats – Licensing Committee**

- 2.17 Pursuant to Section 6 of the Licensing Act 2003, the Licensing Committee must have at least ten, but no more than fifteen, members. The current arrangement of fifteen members allows the Licensing Committee to appoint five broadly area-based sub-committees to conduct hearings and has functioned effectively since its introduction in 2003. An important reason for having 5 area-based sub-committees is that Members as a matter of convention do not sit on Licensing Sub-Committees considering applications relating to their wards. Accordingly, this report recommends the continued appointment of 15 councillors to the Licensing Committee.
- 2.18 The Licensing Committee is not subject to the requirements of the Local Government and Housing Act 1989 with regard to political proportionality, although this principle has voluntarily been applied in allocating the seats at the annual Council meetings held since May 2006. It is however at the discretion of the Council to set the size of the Licensing Committee and the allocation of seats, subject to the restriction mentioned above.

#### **Allocation of Seats – Joint Staff Consultative Forum and the Joint Health, Safety and Welfare forum**

- 2.19 In accordance with s.15(6) of the Local Government and Housing Act 1989, a seat on an advisory committee shall not be treated as being subject to the political balance requirements unless the authority have determined that it must be so filled. However, the Council has historically voluntarily applied the principles of proportionality in allocating seats to these fora.

#### **Allocation of Seats – Executive Committees**

- 2.20 The allocation of seats on the Executive and Executive Committees is a matter for the Cabinet and is outside the scope of this report.

#### **Allocation of Seats - South Kent Coast Health and Wellbeing Board**

- 2.21 The South Kent Coast Health and Wellbeing Board is a sub-committee of Kent County Council's Health and Wellbeing Board, although the operation of the Board is administered by Dover District Council's Democratic Services team. As such the two Dover District Council members appointed to it are outside the scope of this report.

#### **Allocation of Seats – East Kent Services Committee**

- 2.22 The terms of reference of the East Kent Services Committee specify that its membership must be composed of the Leader and Deputy Leader of the Council. As less than three members are appointed by the Council, it is not required to be politically balanced.

### **3. Identification of Options**

- 3.1 This report sets out three options for the allocation of seats, as follows:
- 3.2 Option 1 – To allocate seats to political groups with a variation to treat the Dover Joint Transportation Board and the two Scrutiny Committees as Ordinary

Committees. This is the historical position adopted by the Council and is set out in Appendix 1 and 2.

- 3.3 Option 2 – To allocate seats to political groups without any variation to treat the Dover Joint Transportation Board and the two Scrutiny Committees as Ordinary Committees.
- 3.4 Option 3 - To not adopt the recommendations set out in the report and make an alternative proposal within the statutory framework.

#### 4. **Evaluation of Options**

- 4.1 Option 1 would require the unopposed approval of Council to agree the variations in respect of the Dover Joint Transportation Board and the two Scrutiny Committees without any member of the Council voting against. However, it would maintain the current approach taken to the allocation of seats to political groups and is considered the best method of fulfilling the principles set out in paragraph 2.3 of the report.
- 4.2 Option 2 would not require the unopposed approval of Council as there are no variations to agree. However, the Council has historically treated these committees as part of the overall number of ordinary committees. Should members be minded to pursue this option, it would be helpful if they could discuss this with the Director of Governance and Monitoring Officer in advance of the meeting.
- 4.3 Option 3 would also require the approval of Council to agree the variation(s) without any member of the Council voting against.

#### 5. **Resource Implications**

- 5.1 None.

#### 6. **Appendices**

Appendix 1 – Proposed Allocation of Politically Balanced Seats

Appendix 2 – Proposed Allocation of Non-Politically Balanced Seats

#### 7. **Background Papers**

Localism Act 2011

Local Government Act 1972

Local Government and Housing Act 1989

The Local Government (Committees and Political Groups) Regulations 1990

Local Government Act 2000

Licensing Act 2003

The Licensing Act 2003 (Hearings) Regulations 2005

Local Government and Public Involvement in Health Act 2007

Contact Officer: Rebecca Brough, Democratic Services Manager, 01304 872304

## Committees – Proposed Allocation of Seats

### **Stage 1: Determination of seats to political groups in accordance with s.15 of the Local Government and Housing Act 1989**

#### **1. Ordinary Committees of the Council**

1.1 The Council appoints the following ordinary committees:

Scrutiny (Policy & Performance) Committee	10 on 1 Committee	= 10
Scrutiny (Community & Regeneration) Committee	10 on 1 Committee	= 10
Planning Committee	10 on 1 Committee	= 10
Dover Joint Transportation Board	7 on 1 Committee	= 07
Governance Committee	7 on 1 Committee	= 07
Regulatory Committee	5 on 1 Committee	= 05
General Purposes Committee	5 on 1 Committee	= 05
Electoral Matters Committee	5 on 1 Committee	= 05
Total Number of Seats on Committees		= 59

## 2. Political Groups and Non-aligned Members of the Council

- 2.1 The starting point for calculating the allocation of seats is to determine the overall percentage of the Council that each political group and non-aligned members make up.

	<b>Seat Determination</b>			
	<b>No. of Cllrs</b>	<b>Pct. of Council</b>	<b>No. of Seats (out of 59)</b>	<b>Rounded No. of Seats (out of 59)</b>
<b>Conservative Group</b>	24	53.33%	31.47	31
<b>Labour Group</b>	16	35.56%	20.98	21
<b>Progressive Group</b>	2	4.44%	2.62	3
<b>Non-Aligned</b>	3	6.67%	3.93	4
<b>Total</b>	<b>45</b>	<b>100.00%</b>	<b>59.00</b>	<b>59</b>

- In the table above 'non-aligned' refers to those three councillors (Councillors Frost, Glayzer and Rapley) who are not a member of any political group on the council.
- All rounding is to the nearest whole number (i.e. if less than .50 it is rounded down and if .50 or greater it is rounded up).

### 3. Determination of Seats to Political Groups Only

- 3.1 In accordance with s.15 of the Local Government and Housing Act 1989, the first duty of the authority is to determine the allocation to different political groups the seats on committees.

Political Group Entitlement to seats on a committee	<u>Conservative</u> 53.33%	<u>Labour</u> 35.56%	<u>Progressive</u> 4.44%
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Committee	Determination of Seats				
	Conservative	Labour	Progressive	Total Determined Seats	Actual Seats
Dover Joint Transportation Board	3.73	2.49	0.31	6.53	7
Electoral Matters Committee	2.67	1.78	0.22	5.00	5
General Purposes Committee	2.67	1.78	0.22	5.00	5
Governance Committee	3.73	2.49	0.31	6.53	7
Planning Committee	5.33	3.56	0.44	9.00	10
Regulatory Committee	2.67	1.78	0.22	5.00	5
Scrutiny (Community & Regeneration) Committee	5.33	3.56	0.44	9.00	10
Scrutiny (Policy & Performance) Committee	5.33	3.56	0.44	9.00	10
<b>Total</b>	<b>31.47</b>	<b>20.98</b>	<b>2.62</b>	<b>55.07</b>	<b>59</b>

- 3.2 As you can see from the above table, the initial allocation over allocates .47 of a seat to the Conservative Group and under allocates by .02 to the Labour Group and under allocates by .38 to the Progressive Group.
- 3.3 As it is not possible for a political group to occupy a portion of a whole seat, the principle of whole number rounding is then applied to the table at 3.1 to result in the determination to political groups as shown in the table at paragraph 3.4. Where multiple groups have a

part seat entitlement, priority has been given to the political group with the largest part number entitlement and then the political group with the next largest part number entitlement and so on in descending order until all seats are allocated.

3.4 This results in the following allocation:

Committee	Determination of Seats				
	Conservative	Labour	Progressive	Total Determined Seats	Actual Seats
Dover Joint Transportation Board	4 (3.73)	2 (2.49)	0 (0.31)	6	7
Electoral Matters Committee	3 (2.67)	2 (1.78)	0 (0.22)	5	5
General Purposes Committee	3 (2.67)	2 (1.78)	0 (0.22)	5	5
Governance Committee	4 (3.73)	2 (2.49)	0 (0.31)	6	7
Planning Committee	5 (5.33)	4 (3.56)	0 (0.44)	9	10
Regulatory Committee	3 (2.67)	2 (1.78)	0 (0.22)	5	5
Scrutiny (Community & Regeneration) Committee	5 (5.33)	4 (3.56)	0 (0.44)	9	10
Scrutiny (Policy & Performance) Committee	5 (5.33)	4 (3.56)	0 (0.44)	9	10
<b>TOTAL</b>	<b>32</b>	<b>22</b>	<b>0</b>	<b>54</b>	<b>59</b>

3.5 However, this results in an over allocation of seats to the Conservative and Labour groups and an under allocation to the Progressive Group when measured against their original determination.

	Conservative	Labour	Progressive	Total
Initial Determination of Seats	32	22	0	59
Proportional Entitlement by Political Group	31	21	3	55
Adjustment to fit Proportional Entitlement	-1	-1	+3	-4

#### 4. **Discussions with Political Groups to Adjust Seats to fit Proportional Entitlement**

4.1 To resolve the over allocation as detailed in the table at 3.5 above, discussions have taken place with the leaders of the Conservative and Labour Groups to resolve the over allocation of seats. This has resulted in the following changes.

##### 4.2 Conservative Group

Committee	Conservative	Labour	Progressive
Scrutiny (Policy & Performance) Committee	-1	-	-

##### 4.3 Labour Group

Committee	Conservative	Labour	Progressive
1 seat reduction from Planning Committee or Scrutiny (Community & Regeneration) Committee or Scrutiny (Policy & Performance) Committee	-	-1	-

##### 4.4 Progressive Group

4.5 In respect of the Progressive Group, although they do not have seats determined through whole number rounding, their largest percentage (0.44) is on the three ten member committees (Planning Committee, Scrutiny (Community and Regeneration) and Scrutiny (Policy and Performance) Committee) and all three of these committees have at least one unallocated seat.

Committee	Conservative	Labour	Progressive
Planning Committee	-	-	+1 (1 seat)
Scrutiny (Community & Regeneration) Committee	-	-	+1 (1 seat)
Scrutiny (Policy & Performance) Committee	-	-	+1 (1 seat)

4.6 This results in the following determination of seats to political groups:

Committee	Determination of Seats					
	Conservative	Labour	Progressive	Total Determined Seats	Actual Seats	Difference
Dover Joint Transportation Board	4	2	0	6	7	+1
Electoral Matters Committee	3	2	0	5	5	0
General Purposes Committee	3	2	0	5	5	0
Governance Committee	4	2	0	6	7	+1
Planning Committee	5	4*	1	9 or 10*	10	0 or +1
Regulatory Committee	3	2	0	5	5	0
Scrutiny (Community & Regeneration) Committee	5	4*	1	9 or 10*	10	0 or +1
Scrutiny (Policy & Performance) Committee	4	4*	1	8 or 9*	10	+1 or +2
<b>TOTAL</b>	<b>31</b>	<b>21</b>	<b>3</b>	<b>55</b>	<b>59</b>	<b>+4</b>

(\*) Subject to final decision by the Labour Group as to which one seat from Planning, Scrutiny (Community & Regeneration) Committee and Scrutiny (Policy & Performance) Committee it will release to resolve the over allocation of seats.

4.8 The final allocation of seats for the non-aligned members is therefore as follows:

Committee	Conservative	Labour	Progressive	Non-aligned
Dover Joint Transportation Board	-	-	-	+1
Governance Committee	-	-	-	+1

2 seats – either 1 from Planning Committee, 1 from Scrutiny (Community & Regeneration) Committee and/or 1 or 2 from Scrutiny (Policy and Performance) Committee*	-	-	-	+2
TOTAL				+4

(\*) Subject to final decision by the Labour Group as to which one seat from Planning, Scrutiny (Community & Regeneration) Committee and Scrutiny (Policy & Performance) Committee it will release to resolve the over allocation of seats.

## **Stage 2: Allocation of seats to non-aligned members in accordance with s.16(2A) of the Local Government and Housing Act 1989**

### **5. Allocation of Seats to Non-Aligned Members**

- 5.1 As set out in paragraph 2.1, the non-aligned members of the Council equate to 6.67% of the Council, which is four seats on committees.
- 5.2 In accordance with s.15 of the Local Government and Housing Act 1989, it is the first duty of the Council to determine the seats for the political groups on the authority and then the remaining seats are to be allocated to the non-aligned members of the Council in accordance with section 16(2A).

Committee	Determination of Seats				
	Conservative	Labour	Progressive	Non-aligned	Total Seats
Dover Joint Transportation Board	4	2	0	1	7
Electoral Matters Committee	3	2	0	0	5
General Purposes Committee	3	2	0	0	5
Governance Committee	4	2	0	1	7
Planning Committee	5	4*	1	0*	10
Regulatory Committee	3	2	0	0	5
Scrutiny (Community & Regeneration) Committee	4	4*	1	1*	10
Scrutiny (Policy & Performance) Committee	5	4*	1	0*	10
<b>TOTAL</b>	<b>31</b>	<b>21</b>	<b>3</b>	<b>4</b>	<b>59</b>

(\*) Subject to final decision by the Labour Group as to which one seat from Planning, Scrutiny (Community & Regeneration) Committee and Scrutiny (Policy & Performance) Committee it will release to resolve the over allocation of seats.

- 5.3 It is for the Council to determine the allocation of seats at its meeting. In the absence of agreement between the political leaders and the non-aligned members as to the allocation of seats the Council will need to vote on the allocation of each seat to non-aligned members on an individual basis in accordance with Council Procedure Rule 18.7.

### **Committee Appointments Falling Outside Of The Political Balance Rules**

#### **(a) The Licensing Committee**

The Political Balance Rules do not apply to this Committee. However, in accordance with previous practice it is suggested that it should be applied and the following allocation should be used:

#### *Licensing Committee (15 Seats)*

	<b>Seat Determination</b>			
	<b>No. of Cllrs</b>	<b>Pct. of Council</b>	<b>No. of Seats (out of 15)</b>	<b>Rounded No. of Seats (out of 15)</b>
<b>Conservative Group</b>	24	53.33%	8.00	8
<b>Labour Group</b>	16	35.56%	5.33	5
<b>Progressive Group</b>	2	4.44%	0.67	1
<b>Non-Aligned</b>	3	6.67%	1.00	1
<b>Total</b>	<b>45</b>	<b>100.00%</b>	<b>15</b>	<b>15</b>

The initial allocation based on proportionality allocates 15 of the 15 seats.

In the table above 'non-aligned' refers to those three councilors (Councillors Frost, Glayzer and Rapley) who are not a member of any political group on the council.

All rounding is to the nearest whole number.

*The proposed allocation of seats is therefore 8 Conservative Group, 5 Labour Group, 1 Progressive Group and 1 non-aligned member (total of 15 seats).*

#### **(b) The East Kent Shared Services Committee**

If proportionality were to be applied to this committee then it would split the seats between the two largest political groups. However, as the committee has no requirement to be politically balanced and the terms of reference of the committee require the appointment to be the Leader

and Deputy Leader of the Council (as well as the Leader and Deputy Leader for Canterbury City Council and Thanet District Council), the appointments should be made as per the terms of reference.

*The East Kent Shared Services Committee (2 seats)*

**Political Group**

Conservative	Equal to	2
Labour	Equal to	0
<b>Total</b>		<b>2</b>

**(c) Other Bodies – Advisory Bodies Not Open to Public**

**Joint Staff Consultative Forum (5 seats)**

	<b>Seat Determination</b>			
	<b>No. of Cllrs</b>	<b>Pct. of Council</b>	<b>No. of Seats (out of 5)</b>	<b>Rounded No. of Seats (out of 5)</b>
<b>Conservative Group</b>	24	53.33%	2.67	3
<b>Labour Group</b>	16	35.56%	1.78	2
<b>Progressive Group</b>	2	4.44%	0.22	0
<b>Non-Aligned</b>	3	6.67%	0.33	0
<b>Total</b>	<b>45</b>	<b>100.00%</b>	<b>5</b>	<b>5</b>

*The initial allocation based on proportionality allocates 5 of the 5 seats.*

*As the Labour Group has the largest whole number rounding (.90 as opposed to .86 for the Conservative Group) the first unallocated seat is allocated to the Labour Group. The second unallocated seat is allocated to the Conservative Group with the second largest whole number rounding (.86 as opposed to .24 for the Progressive Group).*

*The proposed allocation of seats is therefore 3 Conservative and 2 Labour (total of 5 seats).*

**Joint Health, Safety and Welfare Consultative Forum (5 seats)**

	<b>Seat Determination</b>			
	<b>No. of Cllrs</b>	<b>Pct. of Council</b>	<b>No. of Seats (out of 5)</b>	<b>Rounded No. of Seats (out of 5)</b>
<b>Conservative Group</b>	24	53.33%	2.67	3
<b>Labour Group</b>	16	35.56%	1.78	2
<b>Progressive Group</b>	2	4.44%	0.22	0
<b>Non-Aligned</b>	3	6.67%	0.33	0
<b>Total</b>	<b>45</b>	<b>100.00%</b>	<b>5</b>	<b>5</b>

*The initial allocation based on proportionality allocates 5 of the 5 seats.*

*As the Labour Group has the largest whole number rounding (.90 as opposed to .86 for the Conservative Group) the first unallocated seat is allocated to the Labour Group. The second unallocated seat is allocated to the Conservative Group with the second largest whole number rounding (.86 as opposed to .24 for the Progressive Group).*

*The proposed allocation of seats is therefore 3 Conservative and 2 Labour (total of 5 seats).*

**Seat Adjustments and Final Allocation**

The above allocates seats as follows:

<b>COMMITTEE</b>	<b>CON</b>	<b>LAB</b>	<b>PRG</b>	<b>Non- Aligned</b>	<b>TOTAL</b>
Licensing Committee	8	5	1	1	15

<b>COMMITTEE</b>	<b>CON</b>	<b>LAB</b>	<b>PRG</b>	<b>Non- Aligned</b>	<b>TOTAL</b>
East Kent Services Committee	2	0	0	0	2
Joint Staff Consultative Forum	3	2	0	0	5
Joint Health, Safety and Welfare Forum	3	2	0	0	5
Total	16	9	1	1	27

There is no further adjustment required to this allocation.