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Cyngor Bwrdeistref Sirol Pen-y-bont ar Ogwr

Bridgend County Borough Council



Swyddfeydd Dinesig, Stryd yr Angel, Pen-y-bont, CF31 4WB / Civic Offices, Angel Street, Bridgend, CF31 4WB

*Rydym yn croesawu gohebiaeth yn Gymraeg.
Rhowch wybod i ni os mai Cymraeg yw eich
dewis iaith.*

*We welcome correspondence in Welsh. Please
let us know if your language choice is Welsh.*



Gwasanaethau Gweithredol a Phartneriaethol / Operational and Partnership Services

Deialu uniongyrchol / Direct line /: 01656
643148/643147

Gofynnwch am / Ask for: Mark Anthony Galvin

Ein cyf / Our ref:

Eich cyf / Your ref:

Dyddiad/Date: Thursday, 10 May 2018

Dear Councillor,

ANNUAL MEETING OF COUNCIL

The Annual Meeting of the Council will be held in the Council Chamber - Civic Offices Angel Street Bridgend CF31 4WB, on **Wednesday, 16 May 2018 at 15:00.**

AGENDA

1. Apologies for absence
To receive apologies for absence from Members.
2. Declarations of Interest
To receive declarations of personal and prejudicial interest from Members/Officers in accordance with the Members' Code of Conduct adopted by Council from 1 September 2008.
3. To receive any announcements from the Mayor Councillor PA Davies
4. To elect the Mayor to be invested at the Civic Inauguration Ceremony on 23 May 2018 and the Mayor (Elect) to announce their Consort/Escort
5. To appoint the Deputy Mayor to be invested at the Civic Inauguration Ceremony on 23 May 2018 and the Deputy Mayor (Elect) to announce their Consort/Escort
6. To receive any announcements from the newly elected Mayor
7. The Mayor to announce the:
 1. Youth Mayor of the County Borough of Bridgend
 2. Deputy Youth Mayor of the County Borough of Bridgend
8. To elect the Leader of Bridgend County Borough Council
9. To agree the number of Members to be appointed to the Cabinet
10. To receive the Report of the Leader

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11. The Leader to appoint Members of the Cabinet
12. The Leader may announce the Deputy Leader of Bridgend County Borough Council from those Members appointed to the Cabinet and may announce the appointment of Cabinet Members to portfolios
13. Proposed programme of Ordinary Meetings of the Council and Council Committees 3 - 30
14. Appointments to the Council Committees and other Council bodies in accordance with the provisions of the Local Government Act 1972 and the Local Government Act 2000 31 - 62
15. Representation on Outside bodies and other Committees 63 - 68
16. Urgent Items
To consider any item(s) of business in respect of which notice has been given in accordance with Part 4 (paragraph 4) of the Council Procedure Rules and which the person presiding at the meeting is of the opinion should by reason of special circumstances be transacted at the meeting as a matter of urgency.

Yours faithfully

P A Jolley

Corporate Director Operational and Partnership Services

Councillors:

S Aspey
SE Baldwin
TH Beedle
JPD Blundell
NA Burnett
MC Clarke
N Clarke
RJ Collins
HJ David
P Davies
PA Davies
SK Dendy
DK Edwards
J Gebbie
T Giffard
RM Granville
CA Green
DG Howells

Councillors

A Hussain
RM James
B Jones
M Jones
MJ Kearns
DRW Lewis
JE Lewis
JR McCarthy
DG Owen
D Patel
RL Penhale-Thomas
AA Pucella
JC Radcliffe
KL Rowlands
B Sedgebeer
RMI Shaw
CE Smith
SG Smith

Councillors

JC Spanswick
RME Stirman
G Thomas
T Thomas
JH Tildesley MBE
E Venables
SR Vidal
MC Voisey
LM Walters
KJ Watts
CA Webster
DBF White
PJ White
A Williams
AJ Williams
HM Williams
JE Williams
RE Young

BRIDGEND COUNTY BOROUGH COUNCIL
REPORT TO THE ANNUAL MEETING OF COUNCIL
16 MAY 2018

REPORT OF THE MONITORING OFFICER

PROPOSED PROGRAMME OF ORDINARY MEETINGS OF THE COUNCIL AND COUNCIL COMMITTEES

1. Purpose of Report.

- 1.1 The purpose of this report is to propose a programme of ordinary meetings of the Council and Council Committees for the municipal year May 2018 - April 2019, for approval and to note the programme of meetings for the municipal year May 2019 – April 2020.

2. Connection to Corporate Improvement Plan / Other Corporate Priority.

- 2.1 The meetings of Council provide a forum of participation and debate to progress the Corporate Plan and all of the following Corporate Priorities.

1. **Supporting a successful economy** – taking steps to make the county a good place to do business, for people to live, work, study and visit, and to ensure that our schools are focused on raising the skills, qualifications and ambitions of all people in the county.
2. **Helping people to be more self-reliant** – taking early steps to reduce or prevent people from becoming vulnerable or dependent on the Council and its services.
3. **Smarter use of resources** – ensuring that all its resources (financial, physical, human and technological) are used as effectively and efficiently as possible and support the development of resources throughout the community that can help deliver the Council's priorities.

3. Background.

- 3.1 The approval of the programme of ordinary meetings of Council and Council Committees is required in accordance with the Council's Constitution.

4. Current situation / proposal.

- 4.1 The proposed programme of ordinary meetings of Council for the municipal year May 2018 - April 2019 is as follows, and includes the date of the meeting to consider the Budget:-

<u>2018</u>	<u>2019</u>
20-Jun-18	23-Jan-19
18-Jul-18	20-Feb-19
19-Sep-18	27-Feb-19
24-Oct-18	20-Mar-19
21-Nov-18	17-Apr-19
19-Dec-18	

4.2 There will be no meeting of Council in August 2018, due to the summer and school holiday periods.

4.3 As agreed by Council at its Annual Meeting in 2012, each Council meeting will be held on a Wednesday commencing at 3.00pm, with the exception of the meeting to consider the Budget/Medium Term Financial Strategy to be held on 27 February 2019 and which will commence at 2.00pm. The Annual Meeting of Council for the next municipal year has been included in the programme of meetings and will be held on 15 May 2019.

4.4 The proposed programme of Council Committee meetings at **Appendix 1** also requires the approval of Council. The draft Calendar has been circulated to the Corporate Management Board, Heads of Service, and lead officers of each of the Committees, Sub-Committees and Panels etc., for comment. Provisional appointments have been placed in Members' electronic calendars and will be updated as necessary when the schedule is approved.

4.6 In order to assist with future planning, a programme of meetings for the 2019/2020 Municipal Year is attached at **Appendix 2** for noting. Provisional appointments will be made in Members' calendars and will be confirmed when the programme of meetings has been approved by next year's Annual Meeting of Council, and as soon as the composition of all Council bodies is known.

4.7 Council is asked to note the meeting dates for Cabinet, Cabinet Committees, and the Coychurch Crematorium Joint Committee which are included in **Appendix 1** for completeness.

5. **Effect upon Policy Framework & Procedure Rules.**

5.1 There will be no direct effect on the Policy Framework, but the approval of the programme of ordinary meetings of Council and Council Committees for the municipal year, is required in accordance with the Council's Constitution.

6. **Equality Impact Assessment.**

6.1 There are no equality implications regarding this report.

7. **Well-being of Future Generations (Wales) Act 2015 Implications**

7.1 The Act provides the basis for driving a different kind of public service in Wales, with 5 ways of working to guide how public services should work to deliver for people. The following is a summary to show how the 5 ways of working to achieve

the well-being goals have been used to formulate the recommendations within this report:

- Long-term - The approval of the Programme of meetings for 2018/19 and the noting of the Programme of meetings for 2019/20 will assist in the long term planning of the business of the Council in both the short-term and in the long-term.
- Prevention - The early planning of the programme of meetings for 2019/20 allows for the advance planning of the business of the Council and Committees.
- Integration - The report supports all the wellbeing objectives.
- Collaboration - Consultation has taken place with the Corporate Management Board, Heads of Service, and lead officers of each of the Committees, Sub-Committees and Panels on the proposed programme of meetings.
- Involvement - Advance public notice of the Programme of meetings can ensure that the public and stakeholders can engage in Council and Committee meetings. Agendas and minutes of all public meetings will be available in the Welsh language in compliance with the Welsh Language Standards.

8.1 Financial Implications.

8.1 There are no financial implications in respect of this report.

9. Recommendation.

9.1 Council is recommended to:-

- a. Approve the proposed programme of Council meetings for 2018/19 as set out in paragraph 4.1 of this report;
- b. Approve the proposed programme of meetings of Council Committees set out in Appendix 1 to this report;
- c. Note the provisional programme of meetings of Council and Committees for 2019/20 set out in Appendix 2 to this report;
- d. Note the dates of Cabinet, Cabinet Committees and Cabinet's Joint Committee which are also set out in Appendix 1 to this report, for information purposes.

P A Jolley
Corporate Director Operational and Partnership Services and Monitoring Officer
2 May 2018

Contact Officer: Andrew Rees

Senior Democratic Services Officer – Committees

Telephone: (01656) 643147

E-mail: Andrew.rees@bridgend.gov.uk

Postal Address Democratic Services - Committees
Bridgend County Borough Council,
Civic Offices,
Angel Street,
Bridgend
CF31 4WB

Background documents: None were used in the production of this report

May 2018

Monday	Tuesday	Wednesday	Thursday	Friday
	1	2	3	4
7 Bank Holiday	8 10.00 – Licensing Sub-Committee (A)	9	10	11
14	15	16 14:00 – Annual meeting of Council	17	18
21	22 09:30 - Licensing Committee	23	24 09:30 – Subject Overview & Scrutiny Committee 1	25
28 Bank Holiday	29	30	31	

Monday	Tuesday	Wednesday	Thursday	Friday
				1
4	5 10:00 – Licencing Sub Committee (A)	6	7 14:00 – Development Control Committee	8
11	12 09:30 – Subject Overview & Scrutiny Committee 3	13	14 14:00 - Standards Committee	15
18 09:30 – Corporate Overview & Scrutiny Committee	19 14:30 - Cabinet	20 15:00 - Council	21 16:00 – Democratic Services Committee	22 14:00 – Coychurch Crematorium Joint Committee
25	26 16:00 – Town and Community Council Forum	27	28 14:00 – Audit Committee	29

July 2018

Monday	Tuesday	Wednesday	Thursday	Friday
2	3 10:00 – Licencing Sub Committee (B)	4 09:30 – Subject Overview & Scrutiny Committee 1	5	6
9	10	11 10:00 - Cabinet Committee Corporate Parenting	12 09:30 – Subject Overview & Scrutiny Committee 2	13
16 10:00 - Cabinet Committee Equalities	17 14:30 - Cabinet	18 15:00 - Council	19 14:00 - Development Control Committee	20
23 09:30 – Subject Overview & Scrutiny Committee 3	24	25	26 09:30 – Corporate Overview and Scrutiny Committee	27
30	31 10.00 - Licencing Sub Committee (A)			

August 2018

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Monday	Tuesday	Wednesday	Thursday	Friday
		1	2	3
6	7 09:30 – Licencing Committee	8	9	10
13	14	15	16	17
20	21 16:00 – Town and Community Council Forum	22	23	24
27 Bank Holiday	28 10:00 – Licencing Sub Committee (B)	29	30 14:00 – Development Control Committee	31

September 2018

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Monday	Tuesday	Wednesday	Thursday	Friday
3	4	5 09:30 – Subject Overview & Scrutiny Committee 1	6 09:30 – Subject Overview & Scrutiny Committee 2	7
10	11	12 09:30 – Subject Overview & Scrutiny Committee 3	13 14:00 – Audit Committee	14 14:00 – Coychurch Crematorium Joint Committee
17 09:30 – Corporate Overview & Scrutiny Committee	18 14:30 - Cabinet	19 15:00 – Council	20 14:00 - Standards Committee	21
24	25 10:00 – Licencing Sub Committee (A)	26	27	28

October 2018

Monday	Tuesday	Wednesday	Thursday	Friday
1	2	3	4	5
8	9	10	11 14:00 – Development Control Committee	12
15	16 09:30 – Subject Overview & Scrutiny Committee 1	17 10:00 - Cabinet Committee Corporate Parenting	18 09:30 – Subject Overview & Scrutiny Committee 2	19
22 09:30 – Subject Overview & Scrutiny Committee 3	23 14:30 - Cabinet	24 15:00 – Council	25 16:00 – Democratic Services Committee	26
29 Half Term	30 10:00 – Licencing Sub Committee (B)	31		

November 2018

Monday	Tuesday	Wednesday	Thursday	Friday
			1	2
5	6 09:30 – Corporate Overview & Scrutiny Committee	7	8	9
12	13 09:30 – Licensing Committee	14	15 14:00 – Audit Committee	16
19 10:00 - Cabinet Committee Equalities	20 14:30 - Cabinet	21 15:00 – Council	22 14:00 – Development Control Committee	23
26	27 10:00 – Licencing Sub Committee (A) 16:00 – Town and Community Council Forum	28	29 09:30 – Subject Overview & Scrutiny Committee 2	30

December 2018

Monday	Tuesday	Wednesday	Thursday	Friday
3 09:30 – Subject Overview & Scrutiny Committee 1	4	5 09:30 – Subject Overview & Scrutiny Committee 3	6 14:00 - Standards Committee	7
10	11	12 09:30 – Corporate Overview & Scrutiny Committee	13	14
17	18 10:00 – Licencing Sub Committee (B) 14:30 Cabinet	19 15:00 - Council	20	21
24 OFFICE CLOSED	25 Bank Holiday	26 Bank Holiday	27	28
31 OFFICE CLOSED				

January 2019 Planner

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Monday	Tuesday	Wednesday	Thursday	Friday
OFFICE CLOSED	1 New Year's Day	2	3 14:00 – Development Control Committee	4
7	8	9	10 10:00 - Cabinet Committee Corporate Parenting	11
14 09:30 – Corporate Overview and Scrutiny Committee	15 10:00 – Licencing Sub Committee (A)	16	17 14:00 – Audit Committee	18
21	22 14:30 - Cabinet	23 15:00 – Council	24 09:30 – Subject Overview & Scrutiny Committee 3	25
28	29 09:30 – Subject Overview & Scrutiny Committee 2	30 09:30 – Subject Overview & Scrutiny Committee 1	31	

February 2019 Planner

Monday	Tuesday	Wednesday	Thursday	Friday
				1
4	5	6	7	8
11 09:30 – Corporate Overview and Scrutiny Committee	12 10:00 – Licencing Sub Committee (B) 14:30 - Cabinet (Budget)	13	14 14:00 – Development Control Committee	15
18 09:30 - Licencing Committee	19 14:30 - Cabinet	20 15:00 – Council	21 14:00 – Audit Committee	22
25	26 09:30 – Subject Overview & Scrutiny Committee 3 16:00 – Town and Community Council Forum	27 15:00 – Council (Budget)	28 09:30 – Subject Overview & Scrutiny Committee 1	

March 2019 Planner

Monday	Tuesday	Wednesday	Thursday	Friday
				1
4	5	6 14:00 - Cabinet Committee Corporate Parenting	7 14:00 Standards Committee	8 14:00 – Coychurch Crematorium Joint Committee
11	12 10:00 – Licencing Sub Committee (A)	13	14 16:00 – Democratic Services Committee	15
18 09:30 – Subject Overview & Scrutiny Committee 3	19 14:30 - Cabinet	20 15:00 – Council	21	22
25	26 10:00 - Cabinet Committee Equalities	27 09:30 – Subject Overview & Scrutiny Committee 2	28 14:00 – Development Control Committee	29

April 2019 Planner

Monday	Tuesday	Wednesday	Thursday	Friday
1	2	3 09:30 – Corporate Overview & Scrutiny Committee	4	5
8	9 10:00 – Licencing Sub Committee (B)	10	11	12
15	16 14:30 - Cabinet	17 15:00 – Council	18 14:00 – Audit Committee	19
22	23	24	25	26
29 09:30 – Subject Overview & Scrutiny Committee 1	30 09:30 – Subject Overview & Scrutiny Committee 2			

May 2019 Planner

Monday	Tuesday	Wednesday	Thursday	Friday
		<p style="text-align: center;">1</p> <p style="text-align: center;">09:30 – Subject Overview & Scrutiny Committee 3</p>	<p style="text-align: center;">2</p>	<p style="text-align: center;">3</p>
<p style="text-align: center;">6</p> <p style="text-align: center;">May Day</p>	<p style="text-align: center;">7</p> <p style="text-align: center;">10:00 – Licencing Sub Committee (B)</p> <p style="text-align: center;">16:00 – Town and Community Council Forum</p>	<p style="text-align: center;">8</p>	<p style="text-align: center;">9</p> <p style="text-align: center;">14:00 – Development Control Committee</p>	<p style="text-align: center;">10</p>
<p style="text-align: center;">13</p>	<p style="text-align: center;">14</p> <p style="text-align: center;">09:30 – Corporate Overview & Scrutiny Committee</p>	<p style="text-align: center;">15</p> <p style="text-align: center;">15:00 – Annual meeting of Council</p>	<p style="text-align: center;">16</p>	<p style="text-align: center;">17</p>
<p style="text-align: center;">20</p>	<p style="text-align: center;">21</p> <p style="text-align: center;">09:30 - Licencing Committee 14:30 - Cabinet</p>	<p style="text-align: center;">22</p>	<p style="text-align: center;">23</p>	<p style="text-align: center;">24</p>
<p style="text-align: center;">27</p> <p style="text-align: center;">Bank Holiday</p>	<p style="text-align: center;">28</p>	<p style="text-align: center;">29</p> <p style="text-align: center;">10:00 - Cabinet Committee Corporate Parenting</p>	<p style="text-align: center;">30</p>	<p style="text-align: center;">31</p>

June 2019 Planner

Monday	Tuesday	Wednesday	Thursday	Friday
3 09:30 – Subject Overview & Scrutiny Committee 1	4 10:00 – Licencing Sub Committee (A)	5 09:30 – Subject Overview & Scrutiny Committee 2	6 16:00 – Democratic Services Committee	7
10	11	12 09:30 – Subject Overview & Scrutiny Committee 3	13 14:00 – Audit Committee	14
17	18 14:30 - Cabinet	19 15:00 - Council	20 14:00 - Development Control Committee	21 14:00 – Coychurch Crematorium Joint Committee
24	25	26 09:30 – Corporate Overview & Scrutiny Committee	27 14:00 Standards Committee	28

July 2019 Planner

Monday	Tuesday	Wednesday	Thursday	Friday
1	2 10.00 – Licensing Sub-Committee (B)	3 09:30 – Subject Overview & Scrutiny Committee 1	4 10:00 - Cabinet Committee Equalities	5
8	9 09:30 – Corporate Overview & Scrutiny Committee	10	11 09:30 – Subject Overview & Scrutiny Committee 2	12
15	16 16:00 – Town and Community Council Forum	17 09:30 – Subject Overview & Scrutiny Committee 3	18	19
22	23 14:30 - Cabinet	24 15:00 – Council	25	26
29	30 10.00 – Licensing Sub-Committee (A)	31		

August 2019 Planner

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Monday	Tuesday	Wednesday	Thursday	Friday
			<p style="text-align: center;">1</p> <p style="text-align: center;">14:00 – Development Control Committee</p>	<p style="text-align: center;">2</p>
<p style="text-align: center;">5</p>	<p style="text-align: center;">6</p>	<p style="text-align: center;">7</p>	<p style="text-align: center;">8</p> <p style="text-align: center;">14:00 – Audit Committee</p>	<p style="text-align: center;">9</p>
<p style="text-align: center;">12</p>	<p style="text-align: center;">13</p> <p style="text-align: center;">9:30 – Licencing Committee</p>	<p style="text-align: center;">14</p>	<p style="text-align: center;">15</p>	<p style="text-align: center;">16</p>
<p style="text-align: center;">19</p>	<p style="text-align: center;">20</p>	<p style="text-align: center;">21</p>	<p style="text-align: center;">22</p>	<p style="text-align: center;">23</p>
<p style="text-align: center;">26</p>	<p style="text-align: center;">27</p> <p style="text-align: center;">10:00 – Licensing Sub-Committee (B)</p>	<p style="text-align: center;">28</p>	<p style="text-align: center;">29</p>	<p style="text-align: center;">30</p>

September 2019 Planner

Monday	Tuesday	Wednesday	Thursday	Friday
2	3	4 10:00 – Cabinet Committee Corporate Parenting	5 09:30 – Subject Overview & Scrutiny Committee 2	6
9 09:30 – Subject Overview & Scrutiny Committee 1	10 09:30 – Subject Overview & Scrutiny Committee 3	11	12 14:00 – Development Control Committee	13 14:00 – Coychurch Crematorium Joint Committee
16	17 14:30 - Cabinet	18 15:00 - Council	19	20
23	24 10:00 – Licencing Sub Committee (A)	25 09:30 – Corporate Overview & Scrutiny Committee	26 14:00 – Standards Committee	27
30				

October 2019 Planner

Monday	Tuesday	Wednesday	Thursday	Friday
	1	2	3	4
7	8	9 09:30 – Subject Overview & Scrutiny Committee 1	10 09:30 – Subject Overview & Scrutiny Committee 2	11
14	15	16	17 16:00 – Democratic Services Committee	18
21	22 10:00 – Licencing Sub Committee (B) 14:30 - Cabinet	23 15:00 - Council	24 14:00 – Development Control Committee	25
28	29 16:00 – Town and Community Council Forum	30	31	

November 2019 Planner

Monday	Tuesday	Wednesday	Thursday	Friday
				1
4	5 09:30 – Subject Overview & Scrutiny Committee 3	6	7 09:30 – Corporate Overview & Scrutiny Committee	8
11	12	13	14 14:00 – Audit Committee	15
18	19 10:00 – Licencing Sub Committee (A) 14:30 - Cabinet	20 15:00 – Council	21	22
25	26 09:30 – Licensing Committee	27	28 10:00 – Cabinet Committee Equalities	29

December 2019 Planner

Monday	Tuesday	Wednesday	Thursday	Friday
2 09:30 – Subject Overview & Scrutiny Committee 1	3 09:30 – Subject Overview & Scrutiny Committee 2	4	5 14:00 – Development Control Committee	6
9	10 16:00 – Town and Community Council Forum	11 10:00 – Cabinet Committee Corporate Parenting	12 14:00 – Standards Committee	13
16 09:30 – Subject Overview & Scrutiny Committee 3	17 10:00 – Licencing Sub Committee (B) 14:30 - Cabinet	18 15:00 – Council	19 09:30 – Corporate Overview & Scrutiny Committee	20
23	24	25 Bank Holiday	26 Bank Holiday	27
30	31			

January 2020 Planner

Monday	Tuesday	Wednesday	Thursday	Friday
		1 Bank Holiday	2	3
6	7	8 09:30 – Subject Overview & Scrutiny Committee 2	9 14:00 – Standards Committee	10
13 09:30 – Subject Overview & Scrutiny Committee 1	14 10:00 – Licencing Sub Committee (A)	15	16 14:00 - Development Control Committee	17
20	21 14:30 - Cabinet	22 15:00 - Council	23 14:00 – Audit Committee	24
27	28 09:30 – Subject Overview & Scrutiny Committee 3	29	30	31

February 2020 Planner

Monday	Tuesday	Wednesday	Thursday	Friday
3	4	5 09:30 – Corporate Overview & Scrutiny Committee	6	7
10	11 10:00 – Licencing Sub Committee (B) 14:30 - Cabinet (Budget)	12	13	14
17	18 14:30 - Cabinet	19 15:00 – Council	20	21
24	25 09:30 - Licencing Committee	26 15:00 - Council (Budget)	27 14:00 Development Control Committee	28

March 2020 Planner

Monday	Tuesday	Wednesday	Thursday	Friday
2	3 09:30 – Subject Overview & Scrutiny Committee 1	4 10:00 – Cabinet Committee Corporate Parenting	5 09:30 – Subject Overview & Scrutiny Committee 2	6 14:00 – Coychurch Crematorium Joint Committee
9	10 10:00 – Licencing Sub Committee (A) 14:30 - Cabinet	11 15:00 – Council	12 16:00 Democratic Services Committee	13
16	17	18 09:30 – Subject Overview & Scrutiny Committee 3	19 10:00 – Cabinet Committee Equalities 14.00 – Audit Committee	20
23	24 09:30 – Corporate Overview & Scrutiny Committee	25	26 14:00 – Standards Committee	27
30	31 16:00 – Town and Community Council Forum			

April 2020 Planner

Monday	Tuesday	Wednesday	Thursday	Friday
		1	2	3
6	7 14:30 - Cabinet	8 15:00 – Council	9 14:00 – Development Control Committee	10 Good Friday
13 Easter Monday	14 10:00 – Licencing Sub Committee (B)	15	16 14:00 – Audit Committee	17
20	21	22	23 09:30 – Subject Overview & Scrutiny Committee 1	24
27 09:30 – Subject Overview & Scrutiny Committee 3	28 09:30 – Subject Overview & Scrutiny Committee 2	29	30	

BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO THE ANNUAL MEETING OF COUNCIL

16 MAY 2018

REPORT OF THE MONITORING OFFICER

APPOINTMENTS TO THE COUNCIL COMMITTEES AND OTHER COUNCIL BODIES IN ACCORDANCE WITH THE PROVISIONS OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT ACT 2000

1. Purpose of Report.

- 1.1 The purpose of this report is to seek Council approval for the appointment of Overview and Scrutiny Committees and such other Committees, Sub-Committees, Panels and bodies as the Council considers appropriate, to deal with matters which are neither reserved to full Council nor are executive functions.

2. Connection to Corporate Improvement Plan / Other Corporate Priority.

- 2.1 The establishment of Committees and other bodies will fulfil the requirements of the Constitution and enable the Council to work towards the successful achievement of its Corporate Priorities.

1. **Supporting a successful economy** – taking steps to make the County a good place to do business, for people to live, work, study and visit, and to ensure that our schools are focused on raising the skills, qualifications and ambitions of all people in the county.
2. **Helping people to be more self-reliant** – taking early steps to reduce or prevent people from becoming vulnerable or dependent on the Council and its services.
3. **Smarter use of resources** – ensuring that all its resources (financial, physical, human and technological) are used as effectively and efficiently as possible and support the development of resources throughout the community that can help deliver the Council's priorities.

3. Background.

- 3.1 The Council is required by legislation and the provisions of Part 4 of the Rules of Procedure (Council Procedure Rules) of the Constitution, to undertake arrangements which will continue to facilitate and carry out the decision making processes of the Authority. The recommendations of this report, if adopted, will seek to ensure that this will be successfully achieved.

4. Current situation / proposal.

- 4.1 Part 3 of the Council's Constitution entitled Responsibility for Council Functions, sets out the Council's Committees, Sub-Committees, Panels and other bodies currently in place. Detailed below are certain Committees, some of which are

governed by provisions of the Local Government (Wales) Measure 2011, in terms of their composition and/or appointment of Chairpersons.

4.2 Audit Committee

4.2.1 The Measure made a number of requirements in relation to the Audit Committee's membership, including Lay Membership and the appointment of the Chairperson. The Chairperson under the Measure is required to be appointed by the Audit Committee at its first scheduled meeting which is scheduled for 28 June 2018. Council are asked to note that not more than one Member of the Audit Committee may be a Member of the Executive (and should not be the Leader), whilst the Chairperson of the Committee must also not be a Member of the Executive group.

4.2.2 In terms of the Lay Membership of this Committee, the current Lay Member Ms J Williams was reappointed for a further term at the Annual Meeting of Council on 17th May 2017 and in accordance with the Measure she is allowed to do a maximum of two terms on the Committee in this capacity.

4.3 Standards Committee

4.3.1 The Standards Committee comprises eight members, namely:-

Four Independent Members (No current vacancies);
Two County Borough Council Members (Two vacancies);
Two Town/Community Council Members (One vacancy);

4.3.2 There is currently a vacancy for a Town and Community Councillor on the Standards Committee and it is therefore recommended that delegated powers be granted to the Monitoring Officer to undertake any necessary processes to facilitate and appoint a Town and Community Council representative to the Standards Committee.

4.4 Appointments Committee

4.4.1 The Council currently has in place an Appointments Committee in order to interview and appoint JNC level staff, which includes designated positions such as the Chief Executive, Directors and Heads of Service. The membership of this Committee is as detailed below:-

- Leader (Chairperson)
- Deputy Leader
- Cabinet Member (of relevant portfolio to the post)
- 1 x Conservative Member
- 1 x Independent Member
- 1 x Plaid Cymru Member

4.4.2 The Appointments Committee will also facilitate the JNC Determination and JNC Appeals Panels. These will comprise of 3 members each with the Leader or Deputy Leader chairing the panel, supported by 1 representative each from the Conservative and Independent groups.

4.4.3 Substitution of Appointments Committee members is permissible but only for the

whole of an appointments process. The JNC Panels cannot be substituted and must be comprised from the original membership of the Appointments Committee.

4.5 Chairpersons of Overview and Scrutiny Committees

4.5.1 The Measure also established procedures whereby Overview and Scrutiny Committee Chairs are nominated and appointed. The Measure requires that as a minimum the Chairpersons of these Committees be appointed based on the size and political balance of each of the groups that make up the Council. In line with the political composition of the Council, and the formula used under the Local Government Measure with regard to the allocation of Overview and Scrutiny Chairs, these should be allocated to the following political groups:

Political Group	Number of Chairs to be allocated
Labour	1 Chairperson
Conservative	1 Chairperson
Independent Alliance	1 Chairperson
Llynfi Independents	0 Chairperson
Plaid Cymru	0 Chairperson

4.5.2 A recent change to the political composition of the Council has not affected the allocation of Overview and Scrutiny Chairpersons as above.

4.5.3 The Chairperson of the Corporate Scrutiny Committee is unallocated and therefore in accordance with the Measure, is to be appointed by the members of the Corporate Scrutiny Committee from one of the Chairpersons of the Scrutiny Subject Committees but it cannot be the Chairperson representing the Executive group.

4.6 Registered Representatives

4.6.1 Registered representatives of the Church and School Governors will be included with any of the Subject Committees which are dealing with an Education topic.

4.7 Development Control Committee

4.7.1 Under the Size and Composition of Local Planning Authorities Committees (Wales) Regulations 2017, in the case of a multiple member ward, only one of the local authority members of that ward is eligible for appointment to the Development Control Committee. This does not apply to an Authority which is comprised solely of multiple member wards.

4.8 Democratic Services Committee

4.8.1 The Democratic Services Committee must comprise solely of Councillors and cannot include more than one member of the Executive, who must not be the Leader of the Council. It is a function of Council to appoint the Chairperson of this Committee who must not be a Member of any of the political groups represented on the Executive.

- 4.9 The current remit and functions of Committees and other bodies of the Council remain unchanged as detailed in Part 3 of the Constitution – Responsibility for Council Functions and are attached at **Appendix 1**.
- 4.10 Political balance is essential to determine the allocation of seats on Committees. The current political balance of Committees and other bodies is shown at **Appendix 2** of the report.
- 4.11 The current committee structure is shown at **Appendix 3** of the report.
- 4.12 The existing membership of committees which will form the basis of any changes to the membership of the committees is attached at **Appendix 4**.

5. Effect upon Policy Framework & Procedure Rules.

- 5.1 The provisions and recommendations of the report accord with the Council's Procedure Rules outlined in Part 4 of the Constitution.

6. Equality Impact Assessment.

- 6.1 There are no equality implications attached to this report.

7. Well-being of Future Generations (Wales) Act 2015 Implications

- 7.1 The Act provides the basis for driving a different kind of public service in Wales, with 5 ways of working to guide how public services should work to deliver for people. The following is a summary to show how the 5 ways of working to achieve the well-being goals have been used to formulate the recommendations within this report:

- Long-term - The approval of this report will assist in the long term planning of the business of the Council in both the short term and in the long-term.
- Prevention - The proper composition of Council Committees meets the requirements of the Local Government and Housing 1989 Act in achieving political balance and the allocation of Committee seats which supports the effective decision making of the Council.
- Integration - The report supports all the wellbeing objectives.
- Collaboration - Consultation has taken place with the Group Leaders and Independent Members regarding the allocation of memberships of Committees and other bodies and the allocation of Chairs.
- Involvement - Advance public notice of the Programme of meetings can ensure that the public and stakeholders can engage in Council and Committee meetings. Agendas and minutes of all public meetings will be available in the Welsh language in compliance with the Welsh Language Standards.

8. Financial Implications.

- 8.1 There are no financial implications arising from this report.

9. Recommendations.

9.1 Council is recommended to:-

- (1) Appoint the Overview and Scrutiny Committees and such other Committees as the Council considers appropriate to deal with matters which are neither reserved to the Council nor are executive functions;
- (2) Determine the size and terms of reference for those Committees as set out in **Appendix 1** of the report;
- (3) Determine the allocation of seats to political groups in accordance with the political balance rules as set out in **Appendix 2** of the report;
- (4) Determine which political groups represented at Council are entitled to make which appointments of Overview and Scrutiny Committee Chairpersons;
- (5) Receive nominations and appoint Councillors to serve on each of the Committees, Panels and other bodies (as indicated);
 - Appeals Panel
 - Appointments Committee
 - Audit Committee
 - Democratic Services Committee
 - Development Control Committee
 - Licensing Committee
 - Licensing Act 2003 Committee
 - Town and Community Council Forum
 - Subject Overview and Scrutiny Committee 1
 - Subject Overview and Scrutiny Committee 2
 - Subject Overview and Scrutiny Committee 3
 - Corporate Overview and Scrutiny Committee
- (6) Receive nominations and appoint the Chairpersons and Vice-Chairpersons of the following Committees, Panels and other bodies (as indicated) with it being noted that the Audit Committee at its first scheduled meeting will appoint a Chairperson and Vice-Chairperson:

• Appeals Panel	Chair and Vice-Chairperson
• Democratic Services Committee	Chairperson
• Development Control Committee	Chair and Vice-Chairperson
• Licensing Committee - Licensing Act 2003 Committee	Chair and Vice-Chairperson
• Town and Community Council Forum	Chair and Vice-Chairperson
- (7) Receive nominations and appoint the Chairpersons of the following Overview and Scrutiny Committees in accordance with the provisions of paragraph 4.5 of the report:
 - Subject Overview and Scrutiny Committee 1

- Subject Overview and Scrutiny Committee 2
 - Subject Overview and Scrutiny Committee 3
- (8) Approve that delegated power be granted to the Monitoring Officer to facilitate and appoint one Town/Community Council representative on the Standards Committee, in accordance with the provisions of paragraph 4.3 of the report.

P A Jolley
Corporate Director Operational and Partnership Services & Monitoring Officer
3 May 2018

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Background documents None.

RESPONSIBILITY FOR COUNCIL FUNCTIONS**(a) Committees, Sub-Committees, Panels and other Bodies**

Committee, Sub-Committee, Panel or other Body	Membership	Functions	Delegation of Functions
Appeals Panel	Chairperson and/or Vice Chairperson together with one or two County Borough Councillors drawn on a rota basis from a panel of ten County Borough Councillors.	<ol style="list-style-type: none"> 1. To hear and determine appeals under the following policies and procedures of the Council: <ul style="list-style-type: none"> • Disciplinary; • Grievance; • Management of Absence; • Dignity at Work; • Capability; • Redundancy and Redeployment 2. To determine whether or not proposed orders in pursuance of any provision contained in the enactments listed below (or any statutory modification, re-enactment or amendment thereof) in respect of which objections and/or representations have been received should be made as proposed; to refer (where necessary) any proposed order to a local public inquiry; to amend or modify any proposed order; or to uphold the objections and withdraw any proposed order: <ul style="list-style-type: none"> • Road Traffic Regulation Act 1984; • Traffic Management Act 2004; • Road Traffic Regulation (Special Events) Act 1994; • Town Police Clauses Act 1847; 3. To determine whether or not any proposed traffic provision to be implemented in pursuance the Highways Act 1980 / Road Traffic Regulation Act 1984 Section 23 (or any statutory modifications, re-enactment or amendment thereof) in respect of which objections and/or representations have been received should be implemented as proposed; to refer (where necessary) any proposed traffic provision to a local public inquiry; to amend or modify any proposed traffic provision; or to uphold 	None.

Committee, Sub-Committee, Panel or other Body	Membership	Functions	Delegation of Functions
		the objections and withdraw any proposed traffic provision.	
Appointments Committee	<p>The Appointments Committee is comprised of 6 Elected Member representatives:</p> <ul style="list-style-type: none"> • Leader (Chairperson) • Deputy Leader • Cabinet Member (of relevant portfolio to the post) • 1 x Conservative Member • 1 x Independent Alliance Member • 1 x Plaid Cymru Member 	<ol style="list-style-type: none"> 1. To undertake the appointment process of JNC officers (other than the Chief Executive). <p>Substitution of Appointments Committee Members is permissible but only for the whole of an appointments process.</p> <ol style="list-style-type: none"> 2. To facilitate the JNC Determination and JNC Appeals panels. These will comprise of 3 members with the Leader or Deputy Leader chairing the panel supported by 2 other members of the committee. <p>The JNC Panels cannot be substituted and must be comprised from the original membership of the Appointments Committee.</p>	None
Audit Committee	12 County Borough Councillors and Lay Members (as set out in Article 8)	<ul style="list-style-type: none"> • Review, scrutinise and issues reports and recommendations in relation the Authority's financial affairs, • Review, scrutinise and issues reports and recommendations on the appropriateness of the Authority's risk management, internal control and corporate governance arrangements. • Oversee the Authority's internal and external audit arrangements (including the performance of external providers of Internal Audit) and review its financial statements. • To approve the Internal Audit Charter. • To approve the risk-based internal audit plan and to approve significant interim changes to the risk-based internal audit plan. • To contribute to the Quality Assurance and Improvement Programme and in particular, to the external quality 	None.

Committee, Sub-Committee, Panel or other Body	Membership	Functions	Delegation of Functions
		<p>assessment of internal audit that takes place at least once every five years.</p> <ul style="list-style-type: none"> • To consider the Head of Internal Audit's annual report and opinion, a summary of internal audit activity (actual and proposed) and the level of assurance it can give over the Council's corporate governance arrangements. • To consider reports from Internal Audit on the adequacy of internal control. • To consider reports dealing with the management and performance of the providers of internal audit services. • To consider reports from Internal Audit on agreed recommendations not implemented within a reasonable timescale. • To identify issues from the annual Improvement Report by the Wales Audit Office. • To receive the Regulatory Programme. • To identify areas for examination by Internal and External Audit. • To be responsible for ensuring effective scrutiny of the Treasury Management Strategy and policies, in accordance with the Treasury Policy Statement and Treasury Management Prudential Indicators. • To maintain an overview of the Council's Constitution in respect of Contract and Finance Procedure Rules. • To review any issue referred to it by the Chief Executive Officer, the Monitoring Officer and the Section 151 Officer. • To monitor Council policies on anti-fraud and anti-corruption arrangements. • To consider the Council's Annual Governance Statement. • To assess the Council's compliance with its own and other published standards and controls. • To review and approve the Annual Statement of Accounts. Specifically, to consider whether appropriate accounting policies have been followed and whether there are concerns arising from the financial statements or from the audit that need to be brought to the attention of the Council. 	

Committee, Sub-Committee, Panel or other Body	Membership	Functions	Delegation of Functions
		<ul style="list-style-type: none"> • To consider the External Auditor's report in relation to those charged with governance on issues arising from the audit of the accounts. • To receive reports from the External Regulators as appropriate. 	
Democratic Services Committee	11 County Borough Councillors (as set out in Article 9 of Part 2)	<ol style="list-style-type: none"> 1. To designate an officer as the Head of Democratic Services, 2. To review the adequacy of provision of staff, accommodation and other resources to discharge democratic services functions, and 3. To make reports and recommendations to Council, at least annually, in relation to such provision. 4. At the request of the Council, review any matter relevant to the support and advice available to members of the Council, and the terms and conditions of office of those members. 5. To make reports and recommendations to the Council following a review. 	
Democratic Services Sub-Committee	3 County Borough Councillors that are members of the Democratic Services Committee	<p>A Panel constituted under The Family Absence for Members of Local Authorities (Wales) Regulations 2013</p> <ol style="list-style-type: none"> a) Determine a complaint made by a Member regarding cancellation of family absence by the authority b) The Sub-Committee may confirm a decision made or substitute its own decision as to the Member's entitlement to a period of family absence in accordance with the 2013 Regulations. c) Determine a complaint made by a Member on maternity absence or parental absence regarding a decision made by the chair of the authority as to the Member attending any meeting or performing any duty; d) The Sub-Committee may confirm the decision of the chair of the 	

Committee, Sub-Committee, Panel or other Body	Membership	Functions	Delegation of Functions
		<p>authority or substitute its own decision as to the Member attending any meeting or performing any duty;</p> <p>e) The decision of the Sub-Committee is final.</p>	
Development Control Committee	Eighteen County Borough Councillors.	<ol style="list-style-type: none"> 1. To make recommendations to the Council in respect of Departure Applications which the Committee are minded to approve and Applications which accord with Council policy which the Committee are minded to refuse; 2. To determine applications for planning permission including applications by the Council for deemed planning permission other than Departure Applications which the Committee are minded to approve and Applications which accord with Council policy which the Committee are minded to refuse; 3. To deal with all matters relating to or arising under the regulations for the time being in force governing the control of advertisements; 4. To authorise the service of notices and the making of orders in accordance with the powers conferred upon the Council as local planning authority by Parts III, IV, VI, VII, VIII and XIII of the Planning (Listed Buildings and Conservation Areas) Act 1990; 5. To discharge the Council's functions pursuant to Part I, Chapters II, III, IV and VI, Part II, Sections 72-75, Part III and Part IV of the Planning (Listed Buildings and Conservation Areas) Act 1990; 6. To discharge the Council's functions pursuant to the Planning (Hazardous Substances) Act 1990; 7. To deal with all matters relating to or arising under the regulations for the time being in force governing European Nature Conservation Sites; 	Details of the planning and other functions of the Development Control Committee which are delegated to the Corporate Director - Communities and other officers in their Directorate are contained in the Council's Schemes of Delegation of Functions.

Committee, Sub-Committee, Panel or other Body	Membership	Functions	Delegation of Functions
		<p>8. To discharge the Council's functions under the Building Regulations;</p> <p>9. To be responsible for:</p> <ul style="list-style-type: none"> a) The making of Tree Preservation Orders; b) The confirmation of Tree Preservation Orders in respect of which there are no subsisting objections or representations; c) The determination of all applications for consent under confirmed Tree Preservation Orders; d) The making of observations on tree felling licences proposed to be granted by National Resources Wales; e) The determination of applications under the Woodland Grant Scheme; <p>10. To approve design briefs and advice notes relating to the control of development;</p> <p>11. To accept tenders for the execution of work, the performance of services or the supply of goods or materials in connection with the exercise of the functions of the Committee;</p> <p>12. To exercise those functions relating to town and country planning and development control specified:</p> <ul style="list-style-type: none"> (a) In column (1) of Schedule 1 to the Local Authorities Executive Arrangements (Functions and Responsibilities) (Wales) Regulations 2001; and (b) In Regulations 2(2), 2(3) or 2(4) of those Regulations; which are not specified in paragraphs 1 to 11 above, unless the responsibility for exercising any of those functions has been delegated by the Council to any other committee, sub-committee, panel or other body. 	
Rights of Way Sub-Committee	Six County Borough Councillors (plus one observer from each:	1. To approve the making of applications for and the making, modification or variation of orders relating to rights of way in pursuance of any provision contained in the following enactment (or	None.

Committee, Sub-Committee, Panel or other Body	Membership	Functions	Delegation of Functions
	Ramblers' Association; the British Horse Society; and a Footpath Secretary.	<p>any statutory modification, re-enactment or amendment thereof: Town and Country Planning Act 1990;</p> <p>2. To confirm, where the Council has power to do so, any proposed Order made in accordance with paragraph 1 above to which there are no objections or in respect of which any objections made are withdrawn;</p> <p>3. Where the Council does not have power to determine any proposed Order to refer the proposed Order to such determining body (i.e. the National Assembly for Wales, the Magistrates' Court or the County Court) as is appropriate in the circumstances.</p>	
The Licensing Committee	Fourteen County Borough Councillors.	<p>1. To determine from time to time any standard conditions applicable to and detailed policies governing the issue of the following licences, permits and consents; to determine the amount of the fees to be charged from time to time in respect of those licenses, permits and consents; and to determine objections in relation to proposed fee revisions:</p> <ul style="list-style-type: none"> a) Hackney Carriage and Private Hire Vehicle Licences, Drivers' Licences and Operators' Licences; b) Licences for Pleasure Boats and Vessels; c) Street Trading Licences and Consents; d) Sex Establishments; e) Street Collections; f) House to House Collections; g) Safety of Sports Grounds Act 1975 and the Fire Safety and Safety of Places of Sports Act 1987. h) Section 26(1)(bb) of the Marriage Act 1949, (as amended) 	Details of the licensing functions within the purview of the Licensing Committee and the Licensing Sub-Committee which are delegated to the Corporate Director – Operational and Partnership Services and other officers in the Corporate Director – Operational and Partnership Services Directorate are contained in the Council's Schemes of Delegation of Functions.

Committee, Sub-Committee, Panel or other Body	Membership	Functions	Delegation of Functions
		<ol style="list-style-type: none"> 2. To prescribe guidelines, conditions, limitations or restrictions governing the grant of applications for Hackney Carriage and Private Hire Vehicle Drivers' Licences by Council officers under the power delegated to them; 3. To resolve to designate any street within the County Borough under the street trading provisions contained in Schedule 4 of the Local Government (Miscellaneous Provisions) Act 1982 and to deal with any matter arising there from, including licence and consent issues. 	
The Licensing Sub-Committee	Two Panels sitting on a rota basis each consisting of seven county borough councillors, and chaired by the Chairperson and Vice Chairperson of the Licensing Committee	<ol style="list-style-type: none"> 1. To hear and determine applications and to deal with all detailed matters (including the suspension and revocation of licences) relating to: <ol style="list-style-type: none"> a. Hackney Carriage and Private Hire Vehicle Licences, Drivers' Licences and Operators' Licences; b. Licences for Pleasure Boats and Vessels; c. Street Trading Licences and Consents; d. Sex Establishments; e. Street Collections; f. House to House collections; 2. To determine any matters in relation to the Drivers Awareness Course for Hackney Carriage and Private Hire Vehicle Drivers, including the making of any charges deemed appropriate. 3. To determine all applications in respect of both designated grounds and regulated stands and grounds under the Safety of Sports Grounds Act 1975 and the Fire Safety and Safety of Places of Sports Act 1987. 4. To hear and determine applications for the grant or renewal of approvals of 	

Committee, Sub-Committee, Panel or other Body	Membership	Functions	Delegation of Functions
		<p>premises for the solemnisation of marriages in pursuance of Section 26(1)(bb) of the Marriage Act 1949, (as amended) or to revoke such approvals, in circumstances in which the Council Officer to whom the power to determine such applications, or to revoke such approvals, has been delegated has declined to exercise the delegated power.</p>	
The Licensing Act 2003 Committee	Fourteen County Borough Councillors	<ol style="list-style-type: none"> 1. All matters relating to the discharge by the licensing authority of its licensing functions under the Licensing Act 2003 other than any function conferred by section 5 in respect of its statement of licensing policy; 2. All matters relating to the discharge by the Licensing Authority of its licensing functions under the Gambling Act 2005 other than any function conferred by section 349 in respect of its statement of Licensing Policy and section 166 in respect of a resolution not to issue a casino license. 	Details of the licensing functions within the purview of the Licensing Act 2003 Committee and the Licensing Act 2003 Sub-Committee which are delegated to the Corporate Director – Operational and Partnership Services and other officers in the Corporate Director – Operational and Partnership Services Directorate are contained in the Council’s Schemes of Delegation of Functions.
The Licensing Act 2003 Sub-Committee(s)	Ad-hoc panels of 3 Licensing Act 2003 Committee members sitting on a rota basis chaired by the Chairperson or Vice-Chairperson of the Licensing Act 2003 Committee or in their absence a member of the panel to be elected as chairperson for that meeting	<ol style="list-style-type: none"> 1. To hear and determine or make decisions (as appropriate) under the Licensing Act 2003 regarding the following matters: <ul style="list-style-type: none"> (a) Applications for personal licences (if police objection); (b) Applications for personal licences with unspent convictions; (c) Applications for premises licences/club premises certificates (if relevant representation made); (d) Applications for provisional statements (if relevant representation made); (e) Applications to vary premises licences/club premises certificates (if relevant representation made); (f) Applications to vary designated premises supervisor (if police objection); 	Details of the licensing functions within the purview of the Licensing Act 2003 Committee and the Licensing Act 2003 Sub-Committee which are delegated to the Corporate Director – Operational and Partnership Services and other officers in the Corporate Director – Operational and Partnership Services Directorate are contained in the Council’s Schemes of Delegation of Functions.

Committee, Sub-Committee, Panel or other Body	Membership	Functions	Delegation of Functions
		<ul style="list-style-type: none"> (g) Applications for transfer of premises licence (if police objection); (h) Applications for interim authorities (if police objection); (i) Applications to review premises licences/club premises certificate; (j) Whether to object when the authority is a consultee and not the relevant authority considering an application; (k) Determination of police objections (counter notices) to temporary event notices; (l) Revocations of licences where convictions come to light. <p>2. To determine applications received in respect of the Legislative Reform (Minor variations to Premises Licences and Club Premises Certificates) Order 2009.</p> <p>3. To determine applications received in respect of the Legislative Reform (Supervision of Alcohol Sales in Church and Village Halls &c.) Order 2009.</p> <p>4. To hear and determine or make decisions (as appropriate) under the Gambling Act 2005 regarding the following matters:</p> <ul style="list-style-type: none"> (a) Applications for Premises Licence; (b) Application for variation of Premises License; (c) Application for transfer of Premises Licence; (d) Application for Provisional Statement; (e) Review of Premises License; (f) Application for Club Gaming / 	

Committee, Sub-Committee, Panel or other Body	Membership	Functions	Delegation of Functions
		<p>Club Machine permit;</p> <p>(g) Cancellation of Club Gaming / Club Machine permit;</p> <p>(h) Cancellation of Licensed Premises Gaming Machine permit;</p> <p>(i) Consideration of temporary use notice;</p> <p>(j) Decision to give counter notice to a temporary use notice;</p> <p>(k) Decision to refuse application for small lottery registration;</p> <p>(l) Decision to disapply s282 - automatic entitlement to gaming machines in licensed premises.</p> <p>(m) Other matters where the Council Officer to whom the power to determine or revoke has been delegated declines to exercise the delegated power.</p>	
Standards Committee	Four Independent Members; Two County Borough Councillors; Two Town / Community Councillors.	<ol style="list-style-type: none"> 1. To promote and maintain high standards of conduct by Town and Community Councillors and County Borough Councillors, co-opted members and Church and Parent Governor representatives; 2. To assist Town and Community Councillors and County Borough Councillors, co-opted members and Church and Parent Governor representatives to observe the Code of Conduct adopted by their Council; 3. To advise Town and Community Councils and the County Borough Council on the adoption or revisions of a Code of Conduct. 4. To monitor the operation of the Town and Community Councils' and County Borough Council's Code of Conduct and to report to the County Borough Council on any matters of concern; 	None.

Committee, Sub-Committee, Panel or other Body	Membership	Functions	Delegation of Functions
		<p>5. To advise Town and Community Councillors and the County Borough Council on the effective implementation of the Code of Conduct, including appropriate training measures for Councillors, co-opted members and Church and Parent Governor representatives;</p> <p>6. To consider:</p> <ul style="list-style-type: none"> a) reports submitted by the Public Services Ombudsman for Wales; b) reports submitted by and any recommendation made to it by the Council's Monitoring Officer; c) any representations received; relating to alleged breaches of the Code of Conduct by Town and Community Councillors and County Borough Councillors or co-opted members and to make appropriate determinations; <p>7. To monitor the operation of the County Borough Council's Whistleblowing Policy;</p> <p>8. To grant dispensations from the prohibitions contained in the Code of Conduct from Town and Community Councillors and County Borough Councillors or co-opted members participating in that Council's business, in accordance with the Regulations from time to time made by the National Assembly for Wales.</p>	
Town and Community Council Forum	Nineteen County Borough Councillors and one Town / Community Councillor representing each Town / Community Council.	To consult with representatives of Town and Community Councils within the County Borough on matters of mutual interest.	None.
Corporate Overview and Scrutiny Committee	Twelve County Borough Councillors.	1. To consider the service provision, planning, management and performance relating to corporate performance and Governance;	None

Committee, Sub-Committee, Panel or other Body	Membership	Functions	Delegation of Functions
	(For consideration of education matters to include 5 Education Representatives)	<ol style="list-style-type: none"> 2. To consider policies, protocols and plans relating to corporate performance and Governance; 3. To co-ordinate and contribute to the annual budget consultation process on behalf of the other Overview & Scrutiny Committees and provide a strategic overview of Cabinet's draft budget proposals; 4. To take an overview of the financial performance of all Directorates in the achievement of corporate priorities; 5. To consider the performance of Bridgend's Public Service Board in accordance with guidance; 6. To oversee the decision making of the Community Safety Partnership and its constituent bodies in respect of their community safety roles in accordance with the Crime and Disorder guidance; 7. To consider the Council's Business Planning Process and the content of the Corporate Plan and all Directorate Business Plan in line with the Wales Programme for Improvement guidance; 8. To consider the Council's improvement objectives; 9. To consider the Council's Improvement Objectives; 10. To develop and implement a Forward Work Programme for the Committee and for each Subject Scrutiny Committee having regard to the Council's Corporate Priorities and Risk Management Framework. 	
Subject Overview and Scrutiny Committee 1 (Education themed but	Sixteen County Borough Councillors. (For consideration of education matters	1. To consider the service provision, planning, management and performance relating to the relevant subject area prioritised and allocated by the Corporate Overview and Scrutiny Committee;	None.

Committee, Sub-Committee, Panel or other Body	Membership	Functions	Delegation of Functions
not exclusive to)	to include 5 Education Representatives)	<ol style="list-style-type: none"> 2. To consider policies, protocols and plans relating to the relevant subject area prioritised and allocated by the Corporate Overview and Scrutiny Committee; 3. To contribute to the annual budget consultation process in relation to the relevant subject area prioritised and allocated by the Corporate Overview and Scrutiny Committee; 4. To propose items for the Forward Work Programme having regard for the Council's Corporate Priorities and Risk Management framework for the Corporate Overview and Scrutiny Committee to then prioritise and schedule. 	
Subject Overview and Scrutiny Committee 2 (Social Services and Wellbeing themed but not exclusive to)	Sixteen County Borough Councillors (For consideration of education matters to include 5 Education Representatives)	<ol style="list-style-type: none"> 1. To consider the service provision, planning, management and performance relating to the relevant subject area prioritised and allocated by the Corporate Overview and Scrutiny Committee; 2. To consider policies, protocols and plans relating to the relevant subject area prioritised and allocated by the Corporate Overview and Scrutiny Committee; 3. To contribute to the annual consultation process in relation to the relevant subject area prioritised and allocated by the Corporate Overview and scrutiny Committee; 4. To propose items for the Forward Work Programme having regard for the Council's Corporate Priorities and Risk Management framework for the Corporate Overview and Scrutiny Committee to then prioritise and schedule. 	None.
Subject Overview and Scrutiny Committee 3	Sixteen County Borough Councillors (For consideration of education matters	<ol style="list-style-type: none"> 1. To consider the service provision, planning, management and performance relating to the relevant subject area prioritised and allocated by the Corporate Overview and Scrutiny Committee; 	None.

Committee, Sub-Committee, Panel or other Body	Membership	Functions	Delegation of Functions
	to include 5 Education Representatives)	<p>2. To consider policies, protocols and plans relating to the relevant subject area prioritised and allocated by the Corporate Overview and Scrutiny Committee;</p> <p>3. To contribute to the annual consultation process in relation to the relevant subject area prioritised and allocated by the Corporate Overview and Scrutiny Committee;</p> <p>4. To develop propose items for the Forward work Programme having regard for the Council's Corporate Priorities and Risk Management framework for the Corporate Overview and Scrutiny Committee to the prioritise and schedule.</p>	

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POLITICAL BALANCE

Committee	Total	Labour			Independent Alliance			Conservative			Llynfi Independents			Plaid Cymru		
		No	%	Change	No	%	Change	No	%	Change	No	%	Change	No	%	Change
Appeals	12	6	50.00		2	16.67		1	8.33	-1	1	8.33		1	8.33	
Appointments Committee	6	3	50.00		1	16.67		1	16.67		0	0.00		1	16.67	
Audit Committee	12	6	50.00		3	25.00		2	16.67		1	8.33	+1	0	0.00	
Democratic Services Committee	11	5	45.45		3	27.27	+1	2	18.18		0	0.00		1	9.09	
Development Control Committee	18	9	50.00		4	22.22	+1	2	11.11		1	5.56		1	5.56	
Licensing Act 2003 Committee	14	7	50.00		2	14.29		2	14.29		1	7.14		1	7.14	
Licensing Committee	14	7	50.00		2	14.29		2	14.29		1	7.14		1	7.14	
Town & Community Council Forum	19	9	47.37	+1	4	21.05		3	15.79		1	5.26		0	0.00	-1
Scrutiny 1	16	7	43.75		4	25.00	+1	2	12.50		1	6.25		0	0.00	-1
Scrutiny 2	16	8	50.00		4	25.00	+1	3	18.75		1	6.25		0	0.00	
Scrutiny 3	16	8	50.00		3	18.75	-1	2	12.50		1	6.25		1	6.25	+1
Scrutiny 4 Corporate	12	6	50.00		2	16.67		2	16.67		1	8.33		1	8.33	
Totals	166	81	48.88		34	20.24		24	14.64		10	5.74		8	5.71	
Councillors	54	26	48.15		11	20.37		8	14.81		3	5.56		3	5.56	
Variation as %			0.73			-0.13			-0.17			0.18			0.15	
Variation as Seats(1% = 1.66 seats)	1.66		0.44			-0.22			-0.28			0.30			0.26	

Committee	Total	Independent			Independent			Independent Conservative		
		JH Tildesley			J Williams			K Watts		
		No	%	Change	No	%	Change	No	%	Change
Appeals	12	1	8.33	+1	0	0.00		0	0.00	
Appointments Committee	6	0	0.00		0	0.00		0	0.00	
Audit Committee	12	0	0.00		0	0.00		0	0.00	
Democratic Services Committee	11	0	0.00		0	0.00		0	0.00	-1
Development Control Committee	18	0	0.00	-1	0	0.00		1	5.56	
Licensing Act 2003 Committee	14	0	0.00		1	7.14		0	0.00	
Licensing Committee	14	0	0.00		1	7.14		0	0.00	
Town & Community Council Forum	19	1	5.26		0	0.00		1	5.26	+1
Scrutiny 1	16	0	0.00	-1	1	6.25	+1	1	6.25	+1
Scrutiny 2	16	0	0.00		0	0.00		0	0.00	-1
Scrutiny 3	16	1	6.25	+1	0	0.00	-1	0	0.00	
Scrutiny 4 Corporate	12	0	0.00		0	0.00		0	0.00	
Totals	166	3	1.65		3	1.71		3	1.42	
Councillors	54	1	1.85		1	1.85		1	1.85	
Variation as %			-0.20			-0.14			-0.43	
Variation as Seats(1% = 1.66 seats)	1.66		-0.33			-0.23			-0.71	

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PROPOSED COMMITTEE STRUCTURE

	<u>Size of Committee (or other body)</u>
Appeals Panel	12
Appointments Committee	6
Audit Committee	12
Democratic Services Committee	11
Development Control Committee	18
Licensing Committee	14
Licensing Act 2003 Committee	14
Standards Committee	8
Town and Community Council Forum	19
Scrutiny Subject Committee 1 (Education priority)	16
Scrutiny Subject Committee 2 (Social Services priority)	16
Scrutiny Subject Committee 3	16
Scrutiny Committee Corporate	12

Notes:

1. The Licensing Committee has the responsibility for appointing from its membership two Licensing Sub-Committee's (A and B) comprising of seven members each.
2. The Licensing Act 2003 Committee has the responsibility for appointing from its membership Statutory Licensing Sub-Committee's
3. The Development Control Committee has the responsibility for appointing from its membership the Rights of Way Sub-Committee comprising of five Members.

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COMMITTEE MEMBERSHIP

Appeals Panel			
Ser	Councillor	Group	Notes
1.	Lyn Walters	Conservative	Conservative to transfer 1 seat to Independent JH Tildesley
2.	Matthew Voisey	Conservative	
3.	Elaine Venables	Independent Alliance	
4.	Norah Clarke	Independent Alliance	
5.	David Lewis	Labour	
6.	Gareth Howells	Labour	
7.	Janice Lewis	Labour	
8.	John McCarthy	Labour	
9.	Nicole Burnett	Labour	
10.	Pam Davies	Labour	
11.	Keith Edwards	Llynfi Independent	
12.	James Radcliffe	Plaid Cymru	

Appointments Committee			
Ser	Councillor	Group	Notes
1.	Tom Giffard	Conservative	
2.	Norah Clarke	Independent Alliance	
3.	Huw David	Labour	
4.	Hywel Williams	Labour	
5.	Malcolm James	Plaid Cymru	
6.	Cabinet Member	Labour	with relevant portfolio for post being recruited

Audit Committee			
Ser	Councillor	Group	Notes
1.	Altaf Hussain	Conservative	
2.	Lyn Walters	Conservative	
3.	Alex Williams	Independent	Seat transferred to Llynfi Independents
4.	Amanda Williams	Independent Alliance	
5.	Cheryl Green	Independent Alliance	
6.	Mike Clarke	Independent Alliance	
7.	Bridie Sedgebeer	Labour	
8.	Janice Lewis	Labour	
9.	John McCarthy	Labour	
10.	Mike Kearns	Labour	
11.	Richard Granville	Labour	
12.	Rod Shaw	Labour	

Democratic Services Committee			
Ser	Councillor	Group	Notes
1.	Carolyn Webster	Conservative	
2.	Sadie Vidal	Conservative	
3.	Elaine Venables	Independent Alliance	
4.	Sean Aspey	Independent Alliance	
5.	Ken Watts	Independent Conservative	Seat transferred to Independent Alliance
6.	Bridie Sedgebeer	Labour	
7.	Gareth Howells	Labour	
8.	Gary Thomas	Labour	
9.	Richard Granville	Labour	
10.	Stephen Smith	Labour	
11.	Malcolm James	Plaid Cymru	

Development Control Committee			
Ser	Councillor	Group	Notes
1.	Carolyn Webster	Conservative	
2.	Matthew Voisey	Conservative	
3.	Jefferson Tildesley MBE	Independent	Seat transferred to Independent Alliance
4.	Amanda Williams	Independent Alliance	
5.	Roz Stirman	Independent Alliance	
6.	Sorrel Dendy	Independent Alliance	
7.	Ken Watts	Independent Conservative	
8.	David Lewis	Labour	
9.	Gary Thomas	Labour	
10.	Janice Lewis	Labour	
11.	John Spanswick	Labour	
12.	Jon-Paul Blundell	Labour	
13.	Mike Kearn	Labour	
14.	Nicole Burnett	Labour	
15.	Richard Collins	Labour	
16.	Rod Shaw	Labour	
17.	Tom Beedle	LLynfi Independent	
18.	Tim Thomas	Plaid Cymru	

Licensing Act 2003 Committee			
Ser	Councillor	Group	Notes
1.	Altaf Hussain	Conservative	
2.	Aniel Pucella	Conservative	
3.	Julia Williams	Independent	
4.	Brian Jones	Independent Alliance	
5.	David Owen	Independent Alliance	
6.	David Lewis	Labour	
7.	Gary Thomas	Labour	
8.	Janice Lewis	Labour	
9.	Mike Kearn	Labour	
10.	Pam Davies	Labour	
11.	Richard Collins	Labour	
12.	Stuart Baldwin	Labour	
13.	Keith Edwards	LLynfi Independent	
14.	Malcolm James	Plaid Cymru	

Licensing Committee			
Ser	Councillor	Group	Notes
1.	Altaf Hussain	Conservative	
2.	Aniel Pucella	Conservative	
3.	Julia Williams	Independent	
4.	Brian Jones	Independent Alliance	
5.	David Owen	Independent Alliance	
6.	David Lewis	Labour	
7.	Gary Thomas	Labour	
8.	Janice Lewis	Labour	
9.	Mike Kearn	Labour	
10.	Pam Davies	Labour	
11.	Richard Collins	Labour	
12.	Stuart Baldwin	Labour	
13.	Keith Edwards	LLynfi Independent	
14.	Malcolm James	Plaid Cymru	

Town & Community Council Forum			
Ser	Councillor	Group	Notes
1.	Aniel Pucella	Conservative	
2.	Kay Rowlands	Conservative	
3.	Matthew Voisey	Conservative	
4.	Alex Williams	Independent	Seat transferred to Independent Conservative
5.	Jefferson Tildesley MBE	Independent	
6.	Brian Jones	Independent Alliance	
7.	Mike Clarke	Independent Alliance	
8.	Roz Stirman	Independent Alliance	
9.	Sean Aspey	Independent Alliance	
10.	Bridie Sedgebeer	Labour	
11.	Charles Smith	Labour	
12.	Huw David	Labour	
13.	Jon-Paul Blundell	Labour	
14.	Paul Davies	Labour	
15.	Richard Granville	Labour	
16.	Stephen Smith	Labour	
17.	Stuart Baldwin	Labour	
18.	Ross Penhale-Thomas	Llynfi Independent	
19.	Tim Thomas	Plaid Cymru	Seat transferred to Labour

Subject Overview and Scrutiny Committee 1			
Ser	Councillor	Group	Notes
1.	Carolyn Webster	Conservative	
2.	Lyn Walters	Conservative	
3.	Alex Williams	Independent	Seat transferred to Independent Alliance
4.	Jefferson Tildesley MBE	Independent	Seat transferred to Independent Conservative
5.	Amanda Williams	Independent Alliance	
6.	David Owen	Independent Alliance	
7.	Sorrel Dendy	Independent Alliance	
8.	Bridie Sedgebeer	Labour	
9.	Jane Gebbie	Labour	
10.	Jon-Paul Blundell	Labour	
11.	Martyn Jones	Labour	
12.	Nicole Burnett	Labour	
13.	Richard Collins	Labour	
14.	Richard Granville	Labour	
15.	Keith Edwards	Llynfi Independent	
16.	James Radcliffe	Plaid Cymru	Seat transferred to Independent J Williams

Subject Overview and Scrutiny Committee 2			
Ser	Councillor	Group	Notes
1.	Aniel Pucella	Conservative	
2.	Kay Rowlands	Conservative	
3.	Sadie Vidal	Conservative	
4.	Cheryl Green	Independent Alliance	
5.	Mike Clarke	Independent Alliance	
6.	Sorrel Dendy	Independent Alliance	
7.	Ken Watts	Independent Conservative	Seat Transferred to Independent Alliance
8.	David White	Labour	
9.	Gary Thomas	Labour	
10.	Jane Gebbie	Labour	
11.	Janice Lewis	Labour	
12.	John McCarthy	Labour	
13.	Martyn Jones	Labour	
14.	Mike Kearn	Labour	
15.	Stephen Smith	Labour	
16.	Tom Beedle	Llynfi Independent	

Subject Overview and Scrutiny Committee 3			
Ser	Councillor	Group	Notes
1.	Altaf Hussain	Conservative	
2.	Matthew Voisey	Conservative	
3.	Julia Williams	Independent	Seat transferred to Independent JH Tildesley
4.	Elaine Venables	Independent Alliance	Independent Alliance to transfer 1 seat to Plaid Cymru
5.	David Owen	Independent Alliance	
6.	Norah Clarke	Independent Alliance	
7.	Roz Stirman	Independent Alliance	
8.	David Lewis	Labour	
9.	Gareth Howells	Labour	
10.	Gary Thomas	Labour	
11.	John Spanswick	Labour	
12.	Paul Davies	Labour	
13.	Richard Granville	Labour	
14.	Rod Shaw	Labour	
15.	Stuart Baldwin	Labour	
16.	Tom Beedle	Llynfi Independent	

Corporate Overview and Scrutiny Committee			
Ser	Councillor	Group	Notes
1.	Carolyn Webster	Conservative	
2.	Tom Giffard	Conservative	
3.	Norah Clarke	Independent Alliance	
4.	Cheryl Green	Independent Alliance	
5.	Bridie Sedgebeer	Labour	
6.	Jane Gebbie	Labour	
7.	John Spanswick	Labour	
8.	Jon-Paul Blundell	Labour	
9.	Martyn Jones	Labour	
10.	Rod Shaw	Labour	
11.	Ross Penhale-Thomas	Llynfi Independent	
12.	Tim Thomas	Plaid Cymru	

Standards Committee		
Councillor	Group	Notes
David Lewis	Labour	
Mike Clarke	Independent Alliance	

<u>Committee/Panel</u>	<u>Current Chairperson</u>	<u>Current Vice Chairs*</u>	<u>Notes</u>
Appeals Panel	Cllr J McCarthy	Cllr JE Lewis	
Appointments Committee	Leader	Deputy Leader	
Democratic Services Committee	Cllr RM James	N/A	No Senior Salary allocated
Development Control Committee	Cllr G Thomas	Cllr R Shaw	
Licensing Committee	Cllr DRW Lewis	Cllr M Kearns	
Licensing Act 2003 Committee			
Standards Committee	Mr C Jones OBE	N/A	
Town and Community Council Forum	Leader	Cllr CE Smith	
Scrutiny Subject Committee 1	Cllr C Webster	N/A	
Scrutiny Subject Committee 2	Cllr CA Green	N/A	
Scrutiny Subject Committee 3	Cllr JC Spanswick	N/A	

* Vice Chairs are not remunerated

Not appointed by Council

Audit Committee	Cllr L Walter	Cllr AJ Williams	To be appointed by the Committee
Corporate Scrutiny Committee	Cllr CA Green	N/A	To be appointed by the Committee

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BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO THE ANNUAL MEETING OF COUNCIL

16 MAY 2018

REPORT OF THE CORPORATE DIRECTOR OPERATIONAL AND PARTNERSHIP SERVICES & MONITORING OFFICER

REPRESENTATION ON OUTSIDE BODIES & OTHER COMMITTEES

1. Purpose of Report.

- 1.1 The purpose of this report is to seek Council's approval for the appointment of Members to the South Wales Police and Crime Panel and the South East Wales Strategic Planning Group as set out in Appendix 1.

2. Connection to Corporate Improvement Plan / Other Corporate Priority.

- 2.1 This report assists in the achievement of the following corporate priority/priorities:-

1. **Supporting a successful economy** – taking steps to make the county a good place to do business, for people to live, work, study and visit, and to ensure that our schools are focused on raising the skills, qualifications and ambitions of all people in the county.
2. **Helping people to be more self-reliant** – taking early steps to reduce or prevent people from becoming vulnerable or dependent on the Council and its services.
3. **Smarter use of resources** – ensuring that all its resources (financial, physical, human and technological) are used as effectively and efficiently as possible and support the development of resources throughout the community that can help deliver the Council's priorities.

- 2.2 The Authority's continuing partnership working with a wide range of organisations within the County Borough contributes to the achievement of the Corporate Priorities.

3. Background.

- 3.1 Council is required, in accordance with Part 4 of the Council Procedure Rules contained within the Constitution, to receive nominations and appoint to these bodies / committees.

4. Current situation / proposal.

- 4.1 It is proposed that Members be appointed for a term of one year except where earlier revocation of appointment is appropriate.

4.2 It is proposed that where an appointment is made on the basis of a Member's role within the Authority the appointment be attached to the role and not to the individual Member, e.g. Scrutiny Chair, Cabinet Member.

5. Effect upon Policy Framework & Procedure Rules.

5.1 This report accords with the Council Procedure Rules as set out at Part 4 of the Constitution.

6. Equality Impact Assessment

6.1 There are no equalities impact issues arising from this report

7. Well-being of Future Generations (Wales) Act 2015 Implications

7.1 A summary of the implications from the assessment to show how the report author has used the 5 ways of working to formulate their recommendation:

- Long-term - The approval of this report will assist in the long term planning of the business of the Council by the continuation of effective relationships with other organisations.
- Prevention - Continued and relevant representation supports the Council by enhancing its current and future relationship.
- Integration - The report supports all the wellbeing objectives.
- Collaboration - This report supports partnership working with other organisations both locally and regionally.
- Involvement - This report will maintain a relationship with other organisations through effective partnership working.

8. Financial Implications.

7.1 There are no financial implications.

9. Recommendation.

Council is recommended to: -

9.1 receive nominations and appoint the requisite number of Members to the bodies and committees as shown in **Appendix 1**.

P A JOLLEY
Corporate Director of Operational and Partnership Services & Monitoring Officer

8th May 2018

Contact Officer: Ruth Ronan
Senior Democratic Services Officer - Support

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E-mail: Ruth.Ronan@bridgend.gov.uk

Postal Address Democratic Services
Operational and Partnership Services
Level 1
Civic Offices

Background document
None.

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COMMITTEES - COUNCIL

ORGANISATION	REQUISITE REPRESENTATION	PROPOSED REPRESENTATION
South Wales Police and Crime Panel	1 Member comprising <ul style="list-style-type: none"> • 1 majority party 	<ul style="list-style-type: none"> • 1 majority party

OUTSIDE BODIES

South East Wales Strategic Planning Group	1 Member	Chairperson Development Control Committee
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