

Public Pack

**Pennaeth Gwasanaethau Cwsmeriaid a Chorfforaethol/
Head of Corporate and Customer Services**
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Eich Cyf/Your Ref
Ein Cyf/Our Ref
Dyddiad/Date Wednesday, 17 May 2017
Gofynner am/Ask for Jane Johnson
Rhif Union/Direct Dial 01978 292236
Cyfnwid Testun/Text Relay 18001
E-bost/E-mail jane.johnson@wrexham.gov.uk

Dear Councillor

You are hereby summoned to attend a **Meeting** of the **WREXHAM COUNTY BOROUGH COUNCIL** to be held in the **COUNCIL CHAMBER, GUILDHALL** on **TUESDAY, 23 MAY 2017** at **4.00 pm** to transact the business specified in the Agenda below.

Yours faithfully

Head of Corporate and Customer Services

AGENDA

- 1 **Election of Mayor**
To elect the Mayor of the County Borough for the ensuing year.
- 2 **Appointment of Deputy Mayor**
To appoint a Deputy Mayor of the County Borough for the ensuing year.

**FOLLOWING THE MAYOR- MAKING CEREMONY THE MEETING WILL
ADJOURN UNTIL 4.00pm ON WEDNESDAY, 24 MAY 2017
TO TRANSACT THE REMAINING BUSINESS OVERLEAF**

*Rydym yn croesawu gohebiaeth yn Gymraeg.
Byddwn yn ymateb i unrhyw ohebiaeth yn Gymraeg ac ni fydd hyn yn arwain at unrhyw oedi.*

*We welcome correspondence in Welsh.
We will respond to any correspondence in Welsh and this will not lead to any delay.*



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WEBCASTING NOTICE

This meeting will be filmed for live and subsequent broadcast on the Council's website or may be used for training purposes within the Council. The whole of the meeting will be filmed, except those items which are deemed to be exempt by virtue of Part 4 of Schedule 12A to the Local Government Act 1972 (as amended). The footage will be retained on the Council's website for 6 months.

Generally the public seating areas are not filmed. However, by entering the Chamber you are consenting to being filmed and to the possible use of those images and any sound recordings for webcasting and/or training purposes. Parents or guardians accompanying a minor aged 16 years or younger are also deemed to have given consent to the possible capture of their image.

If you have any queries regarding this, please contact the Committee Manager on 292236.

3 **To answer any public questions or receive public statements or petitions under Standing Orders 10 and 11 of the Council's Standing Orders**

4 **Apologies for Absence**

5 **Mayor's Announcements**

6 **Declarations of personal interests, if any**

7 **Confirmation of Minutes**

To confirm as a correct record the Minutes of the Meeting held on 22 March 2017
(Pages 3 - 10)

8 **Minutes of the Executive Board and Committees**

To consider any issues raised by Members arising from the Minutes of the Executive Board, Scrutiny Committees and other Committees, together with any questions raised under Standing Order 9 of the Council's Standing Orders. For Members' assistance, attached is a list of the various meetings that have taken place since the last ordinary meeting of the Council for which Minutes have been approved and published on the Authority's website. Copies can be obtained, if required, via the Committee and Member Services Section. (Pages 11 - 12)

9 **Appointments**

(a) **Election of Leader/Chair of the Executive Board**

To elect a Leader/Chair of the Executive Board for the ensuing year.

(b) **Appointment of Deputy Leader/Vice-Chair of the Executive Board**

To appoint a Deputy Leader/Vice-Chair of the Executive Board for the ensuing year.

(c) **Appointment of Members to the Executive Board, Committees, Scrutiny Committees and Various Panels**

To consider the report of the Monitoring Officer (Pages 13 - 22)

(d) **Appointment of Members to the Police and Crime Panel for North Wales**

To consider the report of the Monitoring Officer (Pages 23 - 26)

10 **Draft Calendar of Meetings 2017/2018**

To consider the report of the Monitoring Officer (Pages 27 - 34)

Item 7

**MINUTES OF A MEETING OF THE COUNCIL
HELD IN COUNCIL CHAMBER, GUILDHALL ON
WEDNESDAY, 22 MARCH 2017**

MEMBERS

Councillor John Pritchard, Mayor
Councillor Bernie McCann, Deputy Mayor

Councillor	Andrew Bailey	Councillor	M C King OBE
"	William Baldwin	"	Geoff Lowe
"	David A Bithell	"	Mrs J M Lowe
"	I David Bithell, MBE	"	M G Morris
"	Paul Blackwell	"	Carole O'Toole MBE
"	* Terry Boland	"	Mark Owens
"	Brian Cameron	"	Paul Pemberton
"	Krista Childs	"	John Phillips
"	Mrs Dana Davies	"	Colin Powell
"	R J Dutton OBE	"	Ronnie Prince
"	Mike Edwards	"	Mark Pritchard
"	T Alan Edwards	"	I Roberts
"	Anne Evans	"	Mrs J M B Roberts
"	Terry Evans	"	Graham Rogers
"	* A Keith Gregory	"	Neil Rogers
"	D J Griffiths	"	Paul Rogers
"	* G W Griffiths	"	Barbara Roxburgh
"	Kevin Hughes	"	J R Skelland
"	* P Jeffares	"	* David Taylor
"	R Alun Jenkins	"	Robert Walsh
"	* Hugh Jones	"	Andy Williams
"	O Arfon Jones	"	Michael Williams
"	* David Kelly	"	Steve Wilson
"	J A Kelly KSG	"	* Derek Wright
"	Lloyd Kenyon	"	Phil Wynn

*Absent

61 APOLOGIES FOR ABSENCE

Apologies for absence were submitted on behalf of Councillors Terry Boland, A Keith Gregory, G W Griffiths, Hugh Jones, P Jeffares, David Kelly, David Taylor and Derek Wright.

62 TO ANSWER ANY PUBLIC QUESTIONS OR RECEIVE PUBLIC STATEMENTS OR PETITIONS UNDER STANDING ORDERS 10 AND 11 OF THE COUNCIL'S STANDING ORDERS

The Mayor reported that no public questions, statements or petitions had been received.

63 **MAYOR'S ANNOUNCEMENTS**

The Mayor announced that this was the last Council meeting for two Heads of Department before they left the Authority – John Davies, Head of Education and Susan Evans, Head of Children’s Social Care. On behalf of all Members and Officers the Mayor wished them the very best for the future and thanked them for their years of dedicated service with this Council. Each Group Leader paid tribute to the work carried out by the two Officers.

The Mayor reminded Members that a Soul Night would be held on Saturday, 22 April 2017 at Brymbo Sports and Social Club. He advised that this event was being held to raise money for his charity fund and further details could be provided by the Civic Office.

The Mayor noted that this was the final Council meeting before the elections on 4 May 2017, and therefore, the last meeting with the Council membership in its current form. He took the opportunity to thank his fellow Councillors for their service to the Council over the past 5 years and he wished those Councillors retiring from their seats a happy and healthy retirement.

64 **DECLARATIONS OF PERSONAL INTERESTS, IF ANY**

The Monitoring Officer provided advice to Members in relation to the following item of business:

Agenda Item 7 - Independent Remuneration Panel for Wales - Annual Report 2017: The Monitoring Officer advised that all Members appeared to have a personal and prejudicial interest in respect of Agenda Item 7 which dealt with Member allowances and it would be advisable that they all declared such an interest in this matter. All Members present, apart from Councillor Carole O’Toole agreed to declare a personal and prejudicial interest in Agenda Item 7 but claimed the exemption against it being a prejudicial interest contained in paragraph 12(2)(b) of the Member Code of Conduct. Councillor Carole O’Toole gave notice of her intention to declare a further personal and prejudicial interest in respect of this Agenda Item for other reasons than being a Member of the Council.

65 **CONFIRMATION OF MINUTES**

RESOLVED – That the Minutes of the meeting of the County Borough Council held on 22 February 2017 be confirmed as a correct record.

66 **MINUTES OF THE EXECUTIVE BOARD AND COMMITTEES**

No issues were raised by Members in relation to the Minutes of the following meetings between the periods indicated:

Executive Board – 13 December 2016 – 14 February 2017
Customers, Performance & Resources Scrutiny Committee – 21 December 2016 – 25 January 2017
Employment, Business and Investment Scrutiny Committee – 7 December 2016 – 1 February 2017
Homes, Environment & Communities Scrutiny Committee – 7 December 2016 – 8 February 2017
Lifelong Learning Scrutiny Committee – 15 December 2016 – 16 February 2017
Safeguarding, Communities and Well-being Scrutiny Committee - 21 December 2016 – 15 February 2017
Audit Committee – 15 December 2016
Democratic Services Committee – 18 January 2017
Environmental Licensing Committee – 9 December 2016 – 23 January 2017
Planning Committee – 5 December 2016 – 17 February 2017
Standards Committee – 2 March 2017

67 **INDEPENDENT REMUNERATION PANEL FOR WALES - ANNUAL REPORT 2017**

The Lead Member for Organisation – Finance, Performance and Governance submitted a report (HCCS/18/17) to enable consideration to be given to the Democratic Services Committee recommendations relating to the publication of the Remuneration for Care as contained within the Independent Remuneration Panel for Wales' report (February 2017).

An amendment to recommendation 3.1 contained in the report to include additional wording, was proposed and seconded as follows:

- (a) this Council changes its current policy and moves its additional responsibilities allowances for Councillors from the higher to the lower level tier;
- (b) that a recommendation is put to the Independent Remuneration Panel for Wales for them to agree a 2 tier approach to allowances for Council Leaders, Deputy Leaders and Leaders of the opposition;

In presenting the amendment the Leader of the Labour Group stated that in times of austerity it was important for Members to lead by example. By supporting the amendment, Members would be demonstrating their commitment to reducing the financial burden on local taxpayers.

A number of Members raised concerns that they had not been allowed adequate time to consider the full implications of the proposed amendment and that further detail was required. The Head of Corporate and Customer Services confirmed that it was the usual practise of the Council for such proposals to be considered by the Democratic Services Committee in the first instance.

In accordance with Standing Order 18(2), a recorded vote was then taken on the amendment, the voting being as follows:

For the Amendment – Councillors A C Bailey, Paul Blackwell, Brian Cameron, Krista Childs, Dana Davies, Anne Evans, Kevin Hughes, O Arfon Jones, M C King OBE, Colin Powell, Graham Rogers (11)

Against the Amendment – Councillors William Baldwin, David A Bithell, I David Bithell MBE, R J Dutton OBE, Mike Edwards, T Alan Edwards, Terry Evans, D J Griffiths, R Alun Jenkins, J A Kelly KSG, Lloyd Kenyon, Geoff Lowe, Mrs J M Lowe, Bernie McCann, M G Morris, Paul Pemberton, John C Phillips, Ronnie Prince, John Pritchard, Mark Pritchard, I Roberts, Mrs J M B Roberts, Neil Rogers, Paul Rogers, Barbara Roxburgh, J R Skelland, Robert Walsh, Andy Williams, Michael Williams, Steve Wilson, Phil Wynn (31)

Abstained – (0)

A further amendment to the recommendations contained within the report (to include an additional recommendation) was proposed and seconded as follows:

- 3.3 That the implications of amending the bandings in respect of Senior or Civic Salaries is referred to Democratic Services Committee for consideration with a subsequent report to Council.

The Leader and Deputy Leader accepted that the recommendation be altered accordingly and upon being put to the recorded vote the substantive motion was carried, the voting being as follows:

For the Amendment - Councillors A C Bailey, William Baldwin, David A Bithell, I David Bithell MBE, Paul Blackwell, Brian Cameron, Krista Childs, Mrs Dana Davies, R J Dutton OBE, Mike Edwards, T Alan Edwards, Anne Evans, Terry Evans, Anne Evans, D J Griffiths, R Alun Jenkins, J A Kelly KSG, Lloyd Kenyon, Malcolm King OBE, Geoff Lowe, Mrs J M Lowe, Bernie McCann, M G Morris, Paul Pemberton, John C Phillips, Colin Powell, Ronnie Prince, John Pritchard, Mark Pritchard, I Roberts, Graham Rogers, Mrs J M B Roberts, Neil Rogers, Paul Rogers, Barbara Roxburgh, J R Skelland, Robert Walsh, Andy Williams, Michael Williams, Steve Wilson, Phil Wynn (41)

Against the Amendment – (0)

Abstained – Councillor O Arfon Jones (1)

RESOLVED –

- (i) That the content of the Democratic Services Committee report in relation to the Independent Remuneration Panel determinations be noted.**
- (ii) That the reimbursement of the cost of care be published by reference to the total amount reimbursed by the Authority during the year but not naming the Member(s) to whom the payments have been made in the previous financial year.**

- (iii) **That the implications of amending the bandings in respect of Senior or Civic Salaries is referred to Democratic Services Committee for consideration with a subsequent report to Council.**

Reason for decisions

To meet the requirements as outlined in the Independent Remuneration Panel for Wales' Annual Report for 2017.

(In accordance with the Council's Code of Conduct for Members, all Councillors present for this item declared a personal and prejudicial interest in this matter (as potential beneficiaries). In addition, Councillor O'Toole declared a personal and prejudicial interest (having a relative who was a member of the Independent Remuneration Panel). Councillor O'Toole left the room for the consideration of the item taking no part in the discussion or voting thereon. The remaining Members claimed the exemption against it being regarded as a prejudicial interest contained in paragraph 12(2)(b)(iv) of the Member Code of Conduct enabling all Members to speak and vote on the matter.)

68 REVIEW OF THE CONSTITUTION

The Lead Member for Organisation – Finance, Performance and Governance submitted a report (HCCS/20/17) to enable Members to review and adopt revisions to the Council's Constitution.

RESOLVED –

- (i) **That the Constitution be revised in the following respects:**
- (a) **The Scheme of Delegation be updated to reflect the decisions of the Council and Executive Board during the period since March 2016 as outlined in report HCCS/20/17**
 - (b) **The Proper Officer schedule in respect of communicable diseases be updated**
 - (c) **The revised wording for the delegation of appointment of staff in the General Provisions of Functions Delegated to Officers be adopted as follows:-**

The Chief Executive, Executive Directors and Heads of Department to have the power to appoint staff to posts below Head of Department, supported by Managers with relevant skills in recruitment and or appropriately trained.
 - (d) **That the minor change to the Council's Financial Regulations as outlined in paragraph 2.4. of report HCCS/20/17 be approved**

Reasons for decisions

- (i) To ensure that the Council's Constitution is updated to reflect the decisions made during the municipal year and procedures meet all legal and good governance requirements.
- (ii) To ensure the Council's Financial Regulations remain up to date and to comply with the Wales Audit Office Certification Feedback Note.
- (iii) To ensure all legislative references are up-to-date.

69 COUNTY BOROUGH COUNCIL ELECTIONS - ARRANGEMENTS FOR DEALING WITH URGENT BUSINESS POST 8 MAY 2017

The Lead Member for Organisation – Finance, Performance and Governance submitted a report (HCCS/09/17) to enable Members to approve arrangements to ensure the smooth and effective despatch of Council business, following the County Borough Council elections and pending the Annual Meeting of the Council.

RESOLVED - That during the period between the elections and the appointments made at the Annual Meeting all urgent matters be dealt with by the Chief Executive and Executive Directors as appropriate in consultation with any declared Group Leaders, provided that details of such action shall be reported for information to the next available meeting of the relevant Committee or Sub-Committee. Any such consultation will require a response from consultees within 3 working days of being notified.

Reason for decision

To enable urgent business to be dealt with during the period between the Elections and the Annual Meeting of the Council.

70 NOMINATIONS FOR ELECTION OF MAYOR AND APPOINTMENT OF DEPUTY MAYOR FOR 2017/18

The Chair of the Constitution Working Group submitted a report (HCCS/12/17) enabling Members to consider nominations for the election of a Mayor and appointment of a Deputy Mayor for 2017/18, with a view to recommendations being submitted for consideration at the Annual Meeting of the Council to be held on Tuesday, 23 May 2017.

RESOLVED -

- (i) That it be recommended to the Annual Meeting of the Council that Councillor Bernie McCann be nominated for the office of Mayor of the County Borough for the year 2017/18, subject to his acceptance of the office of Mayor.

- (ii) That it be recommended to the Annual Meeting of the Council that Councillor Andy Williams be nominated for the office of Deputy Mayor of the County Borough for the year 2017/18, subject to his acceptance of the office of Deputy Mayor.

Reason for decision

To confirm nominations for the office of Mayor and for the office of Deputy Mayor of the County Borough Council for the year 2017/18.

71 PROTOCOL FOR THE MARKING OF THE DEATH OF A SENIOR NATIONAL FIGURE OR LOCAL HOLDER OF HIGH OFFICE

The Lead Member for Organisation - Corporate Services and Health and Safety submitted a report (HCCS/07/17) providing Council with a protocol to be observed when marking the Death of a Senior National Figure, including the Death of the Sovereign.

RESOLVED - That the protocol as outlined in report HCCS/07/17 be accepted and approved.

Reason for decision

To ensure that the Council is fully prepared to mark the occasion in the event of the Death of a Senior National Figure including the Death of the Sovereign, and also the Death of specified local figures.

Councillor John Pritchard
Mayor

Minutes of Executive Board and Committees

Executive Board

14 March 2017

4 April 2017

Customers, Performance, Resources and Governance Scrutiny Committee

22 February 2017

19 April 2017

Employment, Business and Investment Scrutiny Committee

1 March 2017

5 April 2017

Homes and Environment Scrutiny Committee

8 March 2017

12 April 2017

Lifelong Learning Scrutiny Committee

16 March 2017

6 April 2017

Audit Committee

23 February 2017

23 March 2017

Democratic Services Committee

9 March 2017

Environmental Licensing Committee

27 February 2017

27 March 2017

24 April 2017

Planning Committee

6 March 2017

3 April 2017

13 April 2017

25 April 2017

Standards Committee

2 March 2017



REPORT TO:	Council
REPORT NO:	HCCS/28/17
DATE:	23 May 2017
LEAD OFFICER:	Monitoring Officer
CONTACT OFFICER:	Trevor Coxon (Tel: 292202)
SUBJECT:	Appointment of Members to the Executive Board, Committees, Scrutiny Committees and Various Panels
WARD:	N/A

1 PURPOSE OF THE REPORT

To consider appointments to the Executive Board, Committees, Scrutiny Committees and various Panels set up by the Council as part of its Constitution.

2 EXECUTIVE SUMMARY

2.1 To consider appointments to the Executive Board, Committees, Scrutiny Committees and various Panels set up by the Council as part of its Constitution.

3 RECOMMENDATIONS

- 3.1 That the Council considers appointing Members to the Executive Board.**
- 3.2 That the sizes and political balance of the standing committees and scrutiny committees, as specified in Appendix 1 be agreed.**
- 3.3 That the Council considers appointing Members to the standing committees and scrutiny committees so as to give effect to the wishes of the relevant Political Groups to which seats are allocated and considers which seats are allocated to the Non-aligned Members.**
- 3.4 That the Council consider appointing the Chairs of the Scrutiny Committees and the Democratic Services Committee in accordance with the provisions of the relevant sections of the Local Government (Wales) Measure 2011.**

- 3.5 That the Council consider appointing the Chairs and Vice-Chairs of the Planning Committee and Environmental Licensing Committee, together with Vice-Chairs of the Democratic Services Committee and Scrutiny Committees, in accordance with Article 8 of the Council's Constitution.
- 3.6 That the size and political balance of the various Panels as set out in Appendix 3 be agreed and that the Council appoints Members thereto so as to give effect to the wishes of the Political Groups to which seats are allocated and considers which seats are allocated to the Non-aligned Members.
- 3.7 That the terms of reference of the Panels/Group, as set out in Appendix 4, be approved.

REASONS FOR RECOMMENDATIONS

To appoint Members to the Executive Board, standing committees, scrutiny committees and various Panels set up by the Council as part of its Constitution and to appoint relevant Chairs and Vice-Chairs.

4 BACKGROUND INFORMATION

- 4.1 The Council's membership is divided into different political groups and the following figures reflect the numbers of Members in the declared groups of the Council:

Independent	-	16 seats
Labour Group	-	12 seats
Conservative Group	-	9 seats
Wrexham Independent Group	-	8 seats
Plaid Cymru	-	3 seats
Liberal Democrats	-	2 seats
Total		50 seats

There are also 2 Non-aligned Members on the Council

- 4.2 Members are reminded that Section 15 of the Local Government and Housing Act, 1989, as amended by the Local Government Act 2000, provides that where the Council is divided into different political groups at the time of the Annual Meeting, it is under a duty to review the representation of the different political groups on Council committees at or as soon as practicable after the Meeting, and then to determine the allocation to those political groups of the seats to which appointments are made.
- 4.3 In reviewing the political balance arrangements and allocating seats to political groups on Committees, the Council is obliged to follow the principles established by Section 15 which are:-
- that not all the seats are allocated to the same political group;
 - that the political group with an overall Council majority gets a majority of seats allocated;
 - subject to (a) and (b), the number of seats on the ordinary Committees of the Council which are allocated to each political group must bear the same

proportion to the total of **all seats on the ordinary Committees** of the Council as is borne by the number of members of the group to the membership of the Council.

- 4.4 In relation to Sub-Committees, (a) and (b) above apply, but not (c). This is replaced by a requirement that the number of seats on the Sub-Committee allocated to each political group must bear the same proportion to the number of all the seats on that Sub-Committee as is borne by the number of members of the group to the membership of the Council. Panels and Working Groups are not subject to the political balance requirements of the Act, but it has been customary in Wrexham to appoint them similarly on a politically balanced basis.
- 4.5 Where there are Non-aligned Members the legislation requires 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.
- 4.6 Having determined the allocation to the relevant political groups and Non-aligned Members of seats on Committees and Sub-Committees, the Council then has a duty to make appointments to those Committees and Sub-Committees so as to give effect to the wishes of the declared political groups to which the seats are allocated.
- 4.7 Article 7 of the Council's Constitution states that the Executive Board will consist of 10 Members, comprising the Council Leader and 9 other Councillors, one of whom shall be the Deputy Leader, and all such appointments to the Executive Board shall be made by the Council annually at its Annual meeting. Section 15 of the Local Government and Housing Act 1989 (i.e. political balance) does not apply to the Board membership.
- 4.8 The proposed allocation of seats to the standing committees, Scrutiny Committees, Panels/Groups, set up by the Council, as part of its Constitution are detailed in Appendices 1 – 3 attached and take into account the following:
- 4.8.1 **Standards Committee** - In accordance with Regulation 12 of the Standards Committee (Wales) Regulations 2001 a Standards Committee is not to be regarded as a body to which Section 15 of the Local Government and Housing Act 1989 applies (i.e. political balance). However, it has been customary in Wrexham to appoint Members to the Committee on a politically balanced basis which it is legally at liberty to do if it so chooses. Regulation 9 of the Standards Committee (Wales) Regulations 2001 also states that the membership of the Standards Committee may not include more than one Member who is also a Member of the Executive and Regulation 8 states that the Leader of the Council cannot be a Member of the Standards Committee. The Regulations also state that the members of the Standards Committee shall elect a Chair and Vice-Chair from amongst the independent members of that Committee.
- 4.8.2 **Audit Committee** – Section 82 of the Local Government (Wales) Measure 2011 states that the membership of the Audit Committee may not include more than one Member who is also a Member of the Executive and that this must not be the Leader of the Council. Statutory Guidance made under Section 85 of the Local Government (Wales) Measure 2011 also states that the rules within Section 15 of the Local Government and Housing Act 1989

do not apply to Audit Committees (i.e. political balance). However, if political balance arrangements were applied to the Standards and Audit Committees the proposed allocation of seats to the committees when taken together is as identified in Appendix 1 to this report.

4.8.3 **Audit Committee *Chair** – In accordance with Section 83 of the Local Government (Wales) Measure 2011 the Chair of the Committee is to be appointed by the committee members themselves. The person appointed to Chair this Committee can be a councillor or a lay member but, in the former case, must not be a member who is also a member of an executive group as defined in the Measure. The only exception to this is where there are no opposition groups, the person who is to Chair the Committee may then be a member of an executive group but must not be a member of the local authority's executive.

4.8.4 **Democratic Services Committee** – Section 12 of the Local Government (Wales) Measure 2011 states that the membership of this Committee may not include more than one Member who is also a Member of the Executive and that this must not be the Leader of the Council.

4.8.5 **Democratic Services Committee *Chair** - Section 14 of the Local Government (Wales) Measure 2011 states that the person appointed to chair this committee must not be a member of an executive group. The only exception to this is where there are no opposition groups. In this case, any member of the committee can be appointed as chair provided that the member is not a member of the local authority's executive.

*NB. These two Member Roles as Chair do not attract a senior salary for the 2017/18 municipal year.

4.8.6 **Planning Committee** – In accordance with the new Regulation 6 of The Size and Composition of Local Planning Authority 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 Planning Committee and in accordance with the Council's Constitution (Article 8) Executive Board Members shall not be eligible for appointment to the Planning Committee.

4.8.7 **Chairs of Scrutiny Committees** – are allocated in accordance with the provisions of Sections 66 to 75 of the Local Government (Wales) Measure 2011 relating to the appointment of Chairs of Scrutiny Committees, as follows:

- (i) The political groups represented in the executive can only appoint as many chairs as are proportionate to their combined share of the council's overall membership, rounding down if this does not equal a whole number of chairs. Therefore, the Independent Group, the Conservative Group and the Wrexham Independent Group taken together are entitled to 3 chairs between the 3 groups.

- (ii) There is no requirement for these 3 chairs to be politically balanced across the 3 groups. It is for the executive groups together to decide upon the allocation of their entitlement to chairs between them.
- (iii) In accordance with the provisions of Sections 66 to 75 of the Local Government (Wales) Measure 2011 the remaining 2 chairs are the 'property' of the groups not represented in the executive namely the Labour, Plaid Cymru and Liberal Democrat groups. Applying the Welsh Government Guidance to this calculation requires one of these opposition chairs to be appointed from the Labour Group. The remaining chair will have to be allocated by the members of the relevant scrutiny committee from the opposition group members on that committee as neither of the remaining groups have an automatic entitlement to that chair when the Guidance is applied.

4.8.8 Chairs and Vice-Chairs of the Planning Committee and Environmental Licensing Committee, together with Vice-Chairs of the Democratic Services Committee and Scrutiny Committees have been allocated on a fully proportional basis in accordance with the Council's Constitution (Article 8).

4.9 Appendix 3 shows the proposed size and political balance of the various Panels/Group set up by the Council as part of its Constitution and attached at Appendix 4 are the recommended terms of reference of those Panels/Groups. This also now incorporates the new Appointments Committee established by the Council in September 2016.

5 IMPLICATIONS

5.1 **Policy Framework** - These allocations fall to be determined by the Council under the Council's Constitution

5.2 **Budget** - The proposals can be met from the existing cash limited budget.

5.3 **Legal** - The principles of political balance where applicable are identified in the body of the report as are the full legal explanations of the impact of the Local Government (Wales) Measure 2011 and statutory guidance issued thereunder.

5.4 **Staffing** - Not applicable.

5.5 **Equalities/Human Rights** - There are no specific equality and human rights issues arising from this report. Any impacts will be considered as part of EIA CCS/EIA00080/2015 - Committee Administrative Processes.

5.6 **Risks** - Failure to appoint in accordance with the law and/or the Council's Constitution could impact on Council Governance.

6 CONSULTATION

6.1 Group Leaders have been consulted for their nominations.

BACKGROUND PAPERS	LOCATION	WEBSITE INFO.
-	-	-

Committees - Proposed Allocation of Seats

Committee	Independent	Labour	Conservative	Wrexham Independents	Plaid Cymru	Liberal Democrats	Non-Aligned	Total
Standards	1	1	1	-	-	-	-	3
Audit	4	3	2	2	1	-	-	12
	5	3	3	2	1	0.5	0.5	15
		Lose 1 seat from the above column				0.5 of the seat from Labour	0.5 of the seat from Labour	

Planning	6	5	3	3	1	1	1	20
*Environmental Licensing	4	3	2	2	1	1	1	14
Democratic Services	4	3	2	2	1	0.5	0.5	13
Employment, Business & Investment	4	3	2	2	1	0.5	0.5	13
Homes & Environment	4	3	2	2	1	0.5	0.5	13
**Safeguarding, Communities & Well-being	4	3	2	2	1	0.5	0.5	13
Lifelong Learning	4	3	2	2	1	0.5	0.5	13
Customers, Performance, Resources & Governance	4	3	2	2	1	0.5	0.5	13
	35	26	19	17	7	4	4	112
	1 seat to be added to the above column		2 seats to be added to the above column		Lose 1 seat from the above column	Lose 1 seat from the above column	Lose 1 seat from the above column	

*Members of the Environmental Licensing Committee will also sit as the Licensing Committee

**Members of the Safeguarding, Communities & Well-being Scrutiny Committee will also sit as the Crime and Disorder Scrutiny Committee

Chairs of the Scrutiny Committees

Independent	Conservative	Wrexham Independents	Labour	Liberal Democrats	Plaid Cymru	Total
	3		1		1	5
It is for the executive groups together to decide upon the allocation of their entitlement.				Appointed by the relevant Committee.		

Chair of Democratic Services Committee

Labour	Plaid Cymru	Liberal Democrats	Non-Aligned	Total
The Chair to be appointed from either the Labour, Plaid Cymru, Liberal Democrats Groups or Non-Aligned Members. Cannot be a Member of an Executive Group				1

NB. Chair of the Audit Committee to be appointed by Committee members from either the lay member or a member from one of the opposition groups but not by the Council at its Annual Meeting

Chairs and Vice-Chairs of the Planning Committee and Environmental Licensing Committee, together with Vice-Chairs of the Democratic Services Committee and Scrutiny Committees

Independent	Labour	Conservative	Wrexham Independents	Plaid Cymru	Liberal Democrats	Non-Aligned	Total
3	2	2	2	1	-	-	10

Appointment of Panels and Groups - Proposed Allocation of Seats to Political Groups

Committee	Independent	Labour	Conservative	Wrexham Independents	Plaid Cymru	Liberal Democrats	Non-Aligned	Total
Pay and Reward Panel (Senior Management Pay)	3	2	2	2	1	-	-	10
School Transport (Hazardous Routes Appeals) Panel	2	1	1	1	-	-	-	5
Constitution Working Group	3	2	2	2	1	-	-	10
Appointments Committee	3	2	2	2	1	-	-	10
Grievance Committee	3	2	2	2	1	-	-	10
Investigation and Disciplinary Committee	3	2	2	2	1	-	-	10
	17	13	10	8	3	2	2	55
		2 seats to be added to the above column	Lose 1 seat from the above column	Lose 3 seats from the above column	Lose 2 seats from the above column	2 seats to be added to the above column	2 seats to be added to the above column	

APPOINTMENT OF PANELS, WORKING GROUPS ETC

TERMS OF REFERENCE

1 Pay and Reward Panel (Senior Management Pay)

The scope of the Panel is to:

- Make recommendations on senior pay and reward issues to Council
- Make recommendations on the management of and structure of senior pay and reward, and grounds for pay progression.
- To comply with the requirements set out in the Local Government (Wales) Act 2015, and any subsequent legislation, which relate to senior pay decisions. The Panel and the Council must have regard to any Independent Remunerations panel's recommendation when reaching decision on relevant pay.

Detailed Terms of Reference are set out in Appendix 2 to report HCCS/05/17 agreed by the Council on 22 February 2017.

2 School Transport (Hazardous Routes Appeals) Panel

Panel of three Members selected from a pool of five Members, appointed on a politically balanced basis, in addition to the Strategic and Performance Director for Children and Young People, to determine hazardous routes appeals.

3 Constitution Working Group

The functions of the Working Group will relate to:

- Consideration of proposed revisions to the Council's Constitution and its political arrangements and to make recommendations to Council as required.
- Consideration annually of nominations for the positions of Mayor and Deputy Mayor and to make recommendations to Council as required.

4 Appointments Committee

To shortlist, interview and appoint to any senior officer post referred to in paragraph 4 of the Council's Officer Employment Procedure Rules.

5 Grievance Committee

To deal with any specific grievances raised against those officers covered by JNC terms and conditions for Chief Executives and Chief Officers and/or undertaking statutory roles defined in the Local Authorities (Standing Orders) (Wales) Regulations 2006.

6 Investigation and Disciplinary Committee

To carry out the duties contained in Paragraph 8 of the Council's Officer Employment Rules adopted under the Local Authorities (Standing Orders) (Wales) Regulations 2006.



REPORT TO:	Council
REPORT NO:	HCCS/31/17
DATE:	23 May 2017
LEAD OFFICER:	Monitoring Officer
CONTACT OFFICER:	Trevor Coxon (Tel: 292202)
SUBJECT:	Appointment of Members to the Police and Crime Panel for North Wales
WARD:	N/A

1. PURPOSE OF THE REPORT

To appoint one Independent Member and one Labour Member on the Police and Crime Panel for North Wales.

2. EXECUTIVE SUMMARY

- 2.1 Section 28 of the Police Reform and Social Responsibility Act 2011 ("Act") provides for each Police Area listed in Schedule 1 of the Police Act 1996 to have a Police and Crime Panel with the function of scrutinising the actions and decision of the Police and Crime Commissioner for that Police Area.
- 2.2 The North Wales Police and Crime Panel ("Panel") is a Panel established by the Home Secretary under Part 3 of the Act. The Panel is not a committee or joint committee of any Local Authorities.
- 2.3 In accordance with Schedule 6 Part 3 Paragraph 13 of the Act, the Panel is made up of 10 Local Authority Members and 3 Co-opted Members.
- 2.3 The 10 Local Authority Members are allocated to the six North Wales Local Authorities within the North Wales Police Area by applying the d'Hondt methodology and, following the recent elections, Wrexham is entitled to appoint one Independent Member and one Labour Member.

3 RECOMMENDATION

- 3.1 **To appoint one Independent Member and one Labour Member on the Police and Crime Panel, for the period up to the date of the next local government elections, subject to Home Office approval.**

REASON FOR RECOMMENDATION

To ensure that this authority is appropriately represented on the Panel and Members are duly appointed in accordance with the legislation and the political balance of the North Wales area.

4. BACKGROUND INFORMATION

4.1 In accordance with Schedule 6 Part 4 Paragraph 31 of the Act, each Local Authority within the Police Area is under a duty to produce a balanced Panel in that it must secure (as far as is reasonably practicable) the balanced appointment objective as defined below:

Local Authority Members of a Police and Crime Panel (when taken together) -

- (a) Represents all parts of the relevant Police Area;
- (b) Represent the political make-up of -
 - (i) the relevant Local Authority, or
 - (ii) the relevant Local Authorities (when taken together)
- (c) Have the skills, knowledge and experience necessary for the Police and Crime Panel to discharge its functions effectively.

4.2 In North Wales Conwy County Borough Council is the 'host' authority for the purpose of securing appointments to the Panel. The Lead Officer has advised North Wales Authorities that Conwy County Borough Council has reviewed the membership, following the recent Local Government elections, and by applying the d'Hondt methodology the seats of the Panel are allocated as follows:

1 Member - Isle of Anglesey County Council	1 Plaid Cymru
1 Member - Denbighshire County Council	1 Conservative
2 Members - Conwy County Borough Council	2 Independent
2 Members - Flintshire County Council	1 Labour & 1 Liberal Democrat
2 Members - Gwynedd Council	1 Plaid Cymru & 1 Independent
2 Members - Wrexham County Borough Council	1 Independent & 1 Labour

Please note the Lead Officer has confirmed that Members who did not specify a party name on their nomination papers have been included as Independent.

- 4.3 The Lead Officer has asked that local authorities note that Members nominated should have the skills, knowledge and experience necessary for the Police and Crime Panel to discharge its functions effectively.
- 4.4 The Term of Office of nominated Members is agreed by each Council, with a minimum planned term of one municipal year. It is proposed that the term of office for these appointments be for the period up to the date of the next local government elections.
- 4.5 Upon receipt of this Authority's nominations, the Lead Officer must submit the names to the Home Office for the Home Secretary to approve and appoint the nominees as Local Authority Members of the Panel.
- 4.6 **For information, the AGM of the Panel is to be held at 11:30am on Tuesday, 20th June 2017.**

5 IMPLICATIONS

- 5.1 **Policy Framework** - This is a matter for determination by Council under the Council's Constitution
- 5.2 **Budget** - The appointment of Members to the Panel will pose no budget implications for the Authority.
- 5.3 **Legal** - The legislation applicable to the appointment of a Panel is referred to in the report.
- 5.4 **Staffing** - Member appointments to the Panel will pose no staffing implications for the Council.
- 5.5 **Equalities/Human Rights** -There are no specific equality and human rights issues arising from this report. Any impacts will be considered as part of EIA CCS/EIA00080/2015 - Committee Administrative Processes.
- 5.6 **Risks** - Failure to appoint in accordance with the law and/or the Council's Constitution could impact on Council Governance.

6 CONSULTATION

- 6.1 The Council itself has undertaken no formal consultation on this matter.

BACKGROUND PAPERS	LOCATION	WEBSITE INFO.



REPORT TO:	Council
REPORT NO:	HCCS/23/17
DATE:	23 May 2017
LEAD OFFICER:	Monitoring Officer
CONTACT OFFICER:	Trevor Coxon (Tel: 292202)
SUBJECT:	Draft Calendar of Meetings 2017/2018
WARD:	N/A

1. PURPOSE OF THE REPORT

To approve a draft calendar of meetings for the Council, the Executive Board, Scrutiny and Standing Committees in 2017/18 for consultation with Members in accordance with the requirements of the Local Government Measure 2011.

2. EXECUTIVE SUMMARY

- 2.1 To approve the draft annual calendar of meetings for the Council, the Executive Board, Scrutiny and Standing Committees in 2017/18 for consultation with Members in accordance with the requirements of the Local Government Measure 2011, a proposed draft timetable is attached. Provisional dates are also included for the months of June to August 2018 to assist Members in planning their diaries/commitments for the three months following the Annual Meeting of the Council in 2018.

3 RECOMMENDATION

- 3.1 **That the proposed draft annual calendar of meetings for the Council, the Executive Board, Scrutiny and Standing Committees in 2017/18 including All Member Workshops and Member Development, be approved for consultation with Members during June/July 2017.**

REASON FOR RECOMMENDATION

To approve a draft calendar of meetings for 2017/2018 for consultation with Members in accordance with the requirements of the Local Government Measure 2011

4. BACKGROUND INFORMATION

4.1 The Local Government Measure 2011 requires that all local authorities review the times at which meetings are held at least once in every term, preferably shortly after the new council is elected and that the Council also undertakes a survey of its Members to assess their preferences.

4.2 As a basis for the survey with Members the attached draft calendar of meetings has been prepared in accordance with previously established practice. Members of the Executive Board, Scrutiny and Standing Committees are requested to review the proposed dates and timings of meetings, at their first meetings in June/July, with a view to any revisions to the timetable being reported back to Council in September.

Council

4.3 The draft Calendar of Meetings provides for the Council to meet on a quarterly basis in September, December 2017, March and May 2018, with an additional meeting scheduled on Wednesday 21 February 2018 to agree the Budget and set the Council Tax.

4.4 Further extra-ordinary meetings may, of course, be required to deal with issues relating to the Council's Policy functions.

Executive Board

4.5 Executive Board meetings have been scheduled to meet once each month on the second Tuesday, with adjustments made where necessary to take account of school and Bank Holidays.

Scrutiny Committees

4.6 Dates have been scheduled into the draft timetable for the five Scrutiny Committees following previously established practice relating to days of meetings with adjustments made, where necessary, to take account of school and Bank Holidays.

4.7 Dates of meetings for the Scrutiny Coordinating Group are also included for information.

Planning Committee

4.8 Meetings of the Planning Committee have been scheduled for the first Monday of each month, with adjustments made where necessary to take account of Bank holidays.

4.9 Dates have also been scheduled for Planning Committee Site Visits on the second Friday following the Planning Committee.

Environmental Licensing Committee/Licensing Committee

4.10 In accordance with previous practice the two committees meet on the same day with one meeting immediately following the other, but with a separate agenda for each meeting. Meetings for both Committees have been scheduled for the fourth Monday of each month, with adjustments made where necessary to take account of Bank holidays.

Standards Committee

4.11 Quarterly Meetings of the Standards Committee have been scheduled for June, September, December 2017 and March, June 2018.

Audit Committee

4.12 Meetings of the Audit Committee have been scheduled for June, July, September, December 2017 and February, March, June, July 2018.

Democratic Services Committee

4.13 Meetings of the Democratic Services Committee have been scheduled for July, November 2017 and March, July 2018.

All Member Workshops

4.14 All Member Workshop slots have been scheduled into the draft calendar on Tuesday mornings and afternoons when there are no Executive Board meetings or Executive Board pre-meetings.

Member Development

4.15 In accordance with Members' wishes, two days per month have been set aside in the draft timetable for potential development activities. This does not place a requirement on Members to attend both sessions each month but provides calendar space as appropriate.

5. IMPLICATIONS

5.1 **Policy Framework** – Not applicable

5.2 **Budget** – Not applicable

5.3 **Legal** – The Local Government Measure 2011 requires all local authorities to review the times at which meetings are held at least once in every term.

5.4 **Staffing** – Not applicable

5.5 **Equality/Human Rights** – There are no specific equality and human rights issues arising from this report. Any impacts will be considered as part of EIA CCS/EIA00080/2015 - Committee Administrative Processes.

5.6 **Risks** - Not applicable

6. CONSULTATION

6.1 Not applicable

BACKGROUND PAPERS	LOCATION	WEBSITE INFO.

DRAFT - TIMETABLE OF MEETINGS 2017/18

JUNE 2017

1	T
2	F
3	S
4	S
5	M
6	T	All Member Workshop(10.00)
7	W
8	T
9	F
10	S
11	S
12	M	Mem Dev (10.00) Planning (4.00)
13	T	SCWSC (10.30) ?Standards (3.30)
14	W	HESC (1.00) EBISC (4.00)
15	T	LLSC (1.00) Audit (4.00)
16	F
17	S
18	S
19	M
20	T	Executive Board (10.00)
21	W	SCWSC (4.00)
22	T	Mem Dev(10.00) SCG(1.00)
23	F	Planning (4.00)
24	S
25	S
26	M	ELC/LC (2.00)
27	T	All Member Workshop(10.00)
28	W	CPRGSC (1.30)
29	T
30	F

JULY 2017

1	S
2	S
3	M	Planning (4.00)
4	T	All Member Workshop (2.00)
5	W	EBISC (4.00)
6	T	Democratic Services (2.00)
7	F
8	S
9	S
10	M	Mem Dev (10.00 & 2.00)
11	T	Executive Board (10.00)
12	W	HESC (2.00)
13	T
14	F	Planning (4.00)
15	S
16	S
17	M
18	T	All Member Workshop(10.00)
19	W	SCWSC (4.00)
20	T	LLSC (2.00)
21	F
22	S
23	S
24	M	ELC/LC (2.00)
25	T	All Member Workshop (2.00)
26	W	CPRGSC (1.30)
27	T	Mem Dev(10.00) SCG(1.00) Audit(4.00)
28	F
29	S
30	S
31	M	Planning (4.00)

AUGUST 2017

1	T	Executive Board (10.00)
2	W
3	T
4	F
5	S
6	S
7	M
8	T
9	W
10	T
11	F	Planning (4.00)
12	S
13	S
14	M
15	T
16	W
17	T
18	F
19	S
20	S
21	M
22	T
23	W
24	T
25	F
26	S
27	S
28	M	Bank Holiday
29	T
30	W
31	T

SEPTEMBER 2017

1	F
2	S
3	S
4	M	Planning (4.00)
5	T	All Member Workshop (2.00)
6	W	EBISC (4.00)
7	T	Standards (3.30)
8	F
9	S
10	S
11	M	Mem Dev (10.00 & 2.00)
12	T	Executive Board (10.00)
13	W	HESC (2.00)
14	T
15	F	Planning (4.00)
16	S
17	S
18	M
19	T	All Member Workshop (10.00 & 2.00)
20	W	SCWSC (4.00)
21	T	LLSC (2.00)
22	F
23	S
24	S
25	M	ELC/LC (2.00)
26	T	All Member Workshop (10.00)
27	W	CPRGSC (1.00) Council (4.00)
28	T	Mem Dev(10.00) SCG(1.00) Audit(4.00)
29	F
30	S

OCTOBER 2017

1	S
2	M	Planning (4.00)
3	T	All Member Workshop (2.00)
4	W	EBISC (4.00)
5	T
6	F
7	S
8	S
9	M	Mem Dev (10.00 & 2.00)
10	T	Executive Board (10.00)
11	W	HESC (2.00)
12	T
13	F	Planning (4.00)
14	S
15	S
16	M
17	T	All Member Workshop (10.00 & 2.00)
18	W	SCWSC (4.00)
19	T	LLSC (2.00)
20	F
21	S
22	S
23	M	ELC/LC (2.00)
24	T	All Member Workshop (10.00 & 2.00)
25	W	CPRGSC (1.30)
26	T	Mem Dev(10.00) SCG(1.00)
27	F
28	S
29	S
30	M	Half Term
31	T	All Member Workshop (10.00)

NOVEMBER 2017

1	W	EBISC (4.00)
2	T	Democratic Services (2.00)
3	F
4	S
5	S
6	M	Planning (4.00)
7	T	All Member Workshop (2.00)
8	W	HESC (2.00)
9	T
10	F
11	S
12	S
13	M	Mem Dev (10.00 & 2.00)
14	T	Executive Board (10.00)
15	W	SCWSC (4.00)
16	T	LLSC (2.00)
17	F	Planning (4.00)
18	S
19	S
20	M
21	T	All Member Workshop (10.00 & 2.00)
22	W	CPRGSC (1.30)
23	T	Mem Dev(10.00) SCG(1.00)
24	F
25	S
26	S
27	M	ELC/LC (2.00)
28	T	All Member Workshop (10.00)
29	W
30	T

DECEMBER 2017

1 F
 2 S
 3 S
 4 M Planning (4.00)
 5 T All Member Workshop (2.00)
 6 W EBISC (4.00)
 7 T Standards (3.30)
 8 F
 9 S
 10 S
 11 M Mem Dev (10.00 & 2.00)
 12 T Executive Board (10.00)
 13 W HESC (1.00) Council (4.00)
 14 T SCG (1.00) Audit (4.00)
 15 F Planning (4.00)
 16 S
 17 S
 18 M ELC/LC (2.00)
 19 T All Member Workshop (10.00)
 20 W CPRGSC (1.00) SCWSC (4.00)
 21 T Mem Dev(10.00) LLSC(2.00)
 22 F
 23 S
 24 S
 25 M **Bank Holiday**
 26 T **Bank Holiday**
 27 W
 28 T
 29 F
 30 S
 31 S

JANUARY 2018

1 M **Bank Holiday**
 2 T Planning (4.00)
 3 W EBISC (4.00)
 4 T
 5 F
 6 S
 7 S
 8 M Mem Dev (10.00 & 2.00)
 9 T Executive Board (10.00)
 10 W HESC (2.00)
 11 T
 12 F Planning (4.00)
 13 S
 14 S
 15 M
 16 T All Member Workshop (10.00 & 2.00)
 17 W SCWSC (4.00)
 18 T LLSC (2.00)
 19 F
 20 S
 21 S
 22 M ELC/LC (2.00)
 23 T All Member Workshop (10.00 & 2.00)
 24 W CPRGSC (1.30)
 25 T Mem Dev(10.00) SCG(1.00)
 26 F
 27 S
 28 S
 29 M
 30 T All Member Workshop (10.00)
 31 W

FEBRUARY 2018

1 T
 2 F
 3 S
 4 S
 5 M Planning (4.00)
 6 T All Member Workshop (2.00)
 7 W EBISC (4.00)
 8 T LLSC (2.00)
 9 F
 10 S
 11 S
 12 M **Half Term** Mem Dev (10.00 & 2.00)
 13 T Executive Board (10.00)
 14 W HESC (2.00)
 15 T
 16 F Planning (4.00)
 17 S
 18 S
 19 M
 20 T All Member Workshop (10.00 & 2.00)
 21 W Council (4.00)
 22 T Mem Dev(10.00) SCG(1.00) Audit(4.00)
 23 F
 24 S
 25 S
 26 M ELC/LC (2.00)
 27 T All Member Workshop (10.00)
 28 W CPRGSC (1.00) SCWSC (4.00)

MARCH 2018

1 T Standards (3.30)
 2 F
 3 S
 4 S
 5 M Planning (4.00)
 6 T All Member Workshop (2.00)
 7 W EBISC (4.00)
 8 T Democratic Services (2.00)
 9 F
 10 S
 11 S
 12 M Mem Dev (10.00 & 2.00)
 13 T Executive Board (10.00)
 14 W HESC (2.00)
 15 T LLSC (2.00)
 16 F Planning (4.00)
 17 S
 18 S
 19 M
 20 T All Member Workshop (10.00 & 2.00)
 21 W SCWSC (4.00)
 22 T Mem Dev(10.00) SCG(1.00) Audit(4.00)
 23 F
 24 S
 25 S
 26 M ELC/LC (2.00)
 27 T All Member Workshop (10.00)
 28 W CPRGSC (1.00) Council (4.00)
 29 T
 30 F **Bank Holiday**
 31 S

APRIL 2018

1 S
 2 M **Bank Holiday**
 3 T Planning (4.00)
 4 W EBISC (4.00)
 5 T
 6 F
 7 S
 8 S
 9 M Mem Dev (10.00 & 2.00)
 10 T Executive Board (10.00)
 11 W HESC (2.00)
 12 T
 13 F Planning (4.00)
 14 S
 15 S
 16 M
 17 T All Member Workshop (10.00 & 2.00)
 18 W SCWSC (4.00)
 19 T LLSC (2.00)
 20 F
 21 S
 22 S
 23 M ELC/LC (2.00)
 24 T All Member Workshop (10.00)
 25 W CPRGSC (1.30)
 26 T Mem Dev(10.00) SCG(1.00)
 27 F
 28 S
 29 S
 30 M

MAY 2018

1 T Planning (4.00)
 2 W EBISC (4.00)
 3 T
 4 F
 5 S
 6 S
 7 M **Bank Holiday**
 8 T Executive Board (10.00)
 9 W HESC (2.00)
 10 T
 11 F
 12 S
 13 S
 14 M Mem Dev (10.00 & 2.00)
 15 T All Member Workshop (10.00 & 2.00)
 16 W CPRGSC (1.00) SCWSC (4.00)
 17 T LLSC (2.00)
 18 F Planning (4.00)
 19 S
 20 S
 21 M ELC/LC (2.00)
 22 T Mayor Making (4.00)
 23 W Annual Council (4.00)
 24 T
 25 F
 26 S
 27 S
 28 M **Bank Holiday - Half Term**
 29 T All Member Workshop (10.00)
 30 W
 31 T Mem Dev(10.00) SCG(1.00)

JUNE 2018		JULY 2018		AUGUST 2018	
1	F	1	S	1	W
2	S	2	M Planning (4.00)	2	T
3	S	3	T All Member Workshop (2.00)	3	F
4	M Planning (4.00)	4	W EBISC (4.00)	4	S
5	T All Member Workshop (2.00)	5	T Democratic Services (2.00)	5	S
6	W EBISC (4.00)	6	F	6	M
7	T Standards (3.30)	7	S	7	T Executive Board (10.00)
8	F	8	S	8	W
9	S	9	M Mem Dev (10.00 & 2.00)	9	T
10	S	10	T Executive Board (10.00)	10	F Planning (4.00)
11	M Mem Dev (10.00 & 2.00)	11	W HESC (2.00)	11	S
12	T Executive Board (10.00)	12	T	12	S
13	W HESC (2.00)	13	F Planning (4.00)	13	M
14	T	14	S	14	T
15	F Planning (4.00)	15	S	15	W
16	S	16	M	16	T
17	S	17	T All Member Workshop (10.00 & 2.00)	17	F
18	M	18	W SCWSC (4.00)	18	S
19	T All Member Workshop (10.00 & 2.00)	19	T LLSC (2.00)	19	S
20	W SCWSC (4.00)	20	F	20	M
21	T LLSC (2.00)	21	S	21	T
22	F	22	S	22	W
23	S	23	M ELC/LC (2.00)	23	T
24	S	24	T All Member Workshop (10.00)	24	F
25	M ELC/LC (2.00)	25	W CPRGSC (1.30)	25	S
26	T All Member Workshop (10.00)	26	T Mem Dev(10.00) SCG(1.00) Audit(4.00)	26	S
27	W CPRGSC (1.30)	27	F	27	M Bank Holiday
28	T Mem.Dev(10.00) SCG(1.00) Audit(4.00)	28	S	28	T
29	F	29	S	29	W
30	S	30	M Planning (4.00)	30	T
		31	T All Member Workshop (2.00)	31	F

Note:

Mem Dev denotes Member Development

EBISC denotes Employment, Business & Investment Scrutiny Committee

HESC denotes Homes & Environment Scrutiny Committee

SCWSC denotes Safeguarding, Communities & Wellbeing Scrutiny Committee

LLSC denotes Lifelong Learning Scrutiny Committee

CPRGSC denotes Customer, Performance, Resources & Governance Scrutiny Committee

ELC/LC denotes Environmental Licensing Committee/Licensing Committee

SCG denotes Scrutiny Coordinating Group meetings

