



FARNHAM TOWN COUNCIL

B

Report
Full Council

23rd May 2019

Election of Working Groups 2019/20

- 1 Councillors have identified preferences for the Working Groups for 2019/20 in accordance with Standing Order 15.1 e. These are attached at Annex 1, in order of preference for each Working Group as indicated by each councillor.
- 2 Some councillors expressed a preference for only the Working Groups for which they were interested whilst others have given a priority listing for all the Working Groups. This does not mean they are expected to serve on every Working Group and may wish not to take up a provisional allocation as the workload would be high. If on reviewing the workload any councillor wishes to change preferences and proposed Working Groups/Task Groups, please advise the Town Clerk or raise at Council.
- 3 Standing Order 15.1 f states that the overall membership of the Working Groups will reflect as closely as possible the political make-up of the Council with the intention that as broad a range of councillors as possible is represented. By convention the Mayor is not appointed to Working Groups and can attend any Group ex-officio.
- 4 There are four Working Groups plus two Standing Task Groups (HR Panel) and the Planning and Licensing Consultative Group. Standing Order 15 f suggests (not mandatory) how places are to be allocated to ensure that those who are not members of the majority group are fairly represented. As such, with currently 4 out of 18 councillors, those who are not part of the majority group should have [at least] 22% of the available places or five places between the four Working Groups and representation on the Panels and Task Groups where possible. In practice, the Council has normally chosen councillors willing to serve rather than managing places proportionately. If a Task Group has more councillors wishing to serve than places available, one place will be prioritised for a councillor not part of the majority group.
- 5 Councillors are invited to opt for or nominate for any remaining places, or withdraw if this is appropriate where there are more places than candidates. If there are more candidates than places available an election will take place for the vacant places only.
- 6 As a result of the preference exercise, ten councillors expressed an interest in the Strategy & Finance Working Group, six of whom (plus the Mayor designate who could attend ex officio) put the Working Group as a first preference. It is proposed that the six (including the Leader who would be chair of Strategy & Finance) would be appointed. As a reminder, Lead Members of Working Groups are also Members of Strategy & Finance ex officio if not previously appointed.

- 7 In relation to the remaining Working Groups the following expressions of interest were received.
- **Community Enhancement Working Group** – Ten preferences for six places, six of whom put the Working Group as their first preference. The proposal is that all six first preferences are deemed appointed.
 - **Planning & Licensing Consultative Group** – Nine councillors have expressed a preference for the nine places available. The aim is, if possible, to have one councillor from each ward. Council may wish to appoint the nine councillors who have expressed a preference to be on the Consultative Group or elect one councillor per ward. Councillors from the wards not currently represented (Shortheath and Boundstone and Weybourne & Badshot Lea) and other councillors would be expected to submit relevant comments on applications of concern for the Consultative Group to consider.
 - **Cemeteries and Appeals Working Group** – There are seven preferences for six places including the Mayor designate who could attend ex officio. As such the proposal is that the six councillors would be deemed to be appointed,
 - **Tourism and Events Working Group** – There are six preferences for six places and as such all would be deemed to be appointed.
 - **HR Panel** – There are seven preferences for six places (including the Mayor designate) The HR Panel has previously requested that the panel (as far as possible) retains consistency during the life of the Council. The proposal is for the six places to be filled and the Mayor to attend ex officio.
 - **Services to Farnham Awards Panel.** The Panel meets to agree awards and to review nominations to external Trusts (such as the Dempster Trust, the Isabella Schroder Trust, the Hale Chapels Trust and the Farnham Parochial Charity) as and when vacancies occur for which the Council is to make appointments. The Mayor and Deputy Mayor are ex-officio members and there are places for two (normally) other councillors. Eddie Pearce is on the panel representing the Tindle News Group as the Awards were the Inspiration of Sir Ray Tindle CBE DL, and there is also provision for an additional independent community representative who is yet to be recruited.

Preferences have been received from the Mayor designate and three other councillors. It is proposed that the councillors specifying the panel as their first or second choice would be deemed elected.

- 8 As in previous years, it is proposed that Council is adjourned briefly so that each Working Group can elect its Lead Member to confirm the composition of the Strategy & Finance Working Group.
- Recommendation: It is recommended that Council be adjourned for the holding of meetings of the Working Groups to elect Lead Members.**

Task Groups

- 9 All Task Groups cease at the end of a Council year. Council needs to confirm if the Task Groups are to be reconvened. The HR Panel (technically a Task Group of Strategy and Finance) and the Services to Farnham Awards Panel are Standing Panels and are expected to continue whilst the remaining Task Groups need a formal resolution to be re-established. **It is recommended that the following be re-established as there is work to be done:**

- **Infrastructure Planning Task Group**

- **Assets Task Group**
- **Well-being Task Group**
- **Community Infrastructure Levy/Section 106 Task Group**
- **Trees and Hedgerows Task Group**

10 Subject to Council's decision on Task Groups, the appointment to Task Groups will need to be agreed. In accordance with Standing Order 15 (f) membership of task groups does not need to conform to the political make-up of the council although in practice there should always be a space for the non-majority group on each Task Group. Other people outside the Council can be appointed to or co-opted onto Task Groups.

11 Subject to the decision on paragraph 8:

- The Well-being Task Group has five preferences for five places;
- The Infrastructure Planning Group has ten councillors offering to fill five places;
- The Assets Task Group has eight members for the five places;
- The CIL/Section 106 Task Group has ten preferences for the five places; and
- The Trees and Hedgerow Strategy Task Group has five members offering to fill five places.

Annex 1 has the proposals for each Task Group for consideration by Council. Annex 2 shows the organogram in draft form subject to any changes at Council.

Recommendation

It is recommended that:

- 1) **The candidates for the Strategy & Finance, Cemeteries and Appeals, Community Enhancement and Tourism and Events Working Groups be appointed as set out in Annex 1 and Annex 2;**
- 2) **The councillors willing to be on the Planning and Licensing Consultative Group be appointed;**
- 3) **The Working Groups elect their Lead Members (in order to do which the meeting be adjourned briefly) in order to confirm the complement of Strategy and Finance Working Group Members; and**
- 4) **Council determines which Task Groups be reappointed and the size and membership of each Task Group as set out in Annex 1 and Annex 2.**

Annex I

WORKING GROUPS 2019/20 Member Preferences

Working Group	Preferences for 2019/20	Proposal
<p>Strategy & Finance Working Group</p> <p>(6 members plus Lead Members (LM) from working groups not already appointed to this Working Group)</p>	<p>Cllr David Attfield (1) Cllr David Beaman (1) Cllr Roger Blishen (1) Cllr Brian Edmonds (1) Cllr Pat Evans (1)** Cllr Mark Merryweather (1) Cllr John Neale (1) Cllr George Hesse (2) Cllr Alan Earwaker (3) Cllr Scotty Fraser (4)</p> <p>Plus Any appointed Lead Member not already elected</p>	<p>Proposal All Councillors who have put their first preference for this Working Group be appointed Cllr David Attfield Cllr David Beaman Cllr Roger Blishen Cllr Brian Edmonds Cllr Mark Merryweather Cllr John Neale</p> <p>Plus Any appointed Lead Member not already appointed</p>
<p>Community Enhancement Working Group (6 members)</p>	<p>Cllr Paula Dunsmore (1) Cllr Sally Dickson (1) Cllr Scotty Fraser (1) Cllr Michaela Gray (1) Cllr George Hesse (1) Cllr Michaela Martin (1) Cllr Alan Earwaker (2) Cllr Pat Evans(2) ** Cllr David Beaman (3) Cllr John Neale(3)</p>	<p>Proposal: All Councillors who have put their first preference for this Working Group be appointed. Cllr Paula Dunsmore Cllr Sally Dickson Cllr Scotty Fraser Cllr Michaela Gray Cllr George Hesse Cllr Michaela Martin</p>
<p>Tourism & Events Working Group (6 members)</p>	<p>Cllr Alan Earwaker (1) Cllr Roger Blishen (2) Cllr David Beaman (2) Cllr Scotty Fraser (2) Cllr Kika Mirylees (2) Cllr John Neale (2)</p>	<p>Proposal. The following be appointed and a volunteer be sought for the remaining place. Cllr Alan Earwaker Cllr David Beaman Cllr Roger Blishen Cllr Scotty Fraser Cllr Kika Mirylees Cllr John Neale</p>

<p>Cemeteries & Appeals Working Group (6 members)</p>	<p>Cllr Carole Cockburn (1) Cllr Alan Earwaker (1) Cllr David Attfield (2) Cllr Pat Evans(3) ** Cllr Scotty Fraser (3) Cllr Kika Mirylees (3) Cllr John Neale (4)</p>	<p>Proposal. The following be appointed. Cllr Carole Cockburn Cllr Alan Earwaker Cllr David Attfield Cllr Scotty Fraser Cllr Kika Mirylees Cllr John Neale</p>
<p>Planning & Licensing Consultative Group (9 members – including one from each ward)</p>	<p>Cllr David Beaman (Castle) Cllr Roger Blishen (<i>Bourne</i>) Cllr George Hesse (<i>Castle</i>) Cllr Alan Earwaker (<i>Firgrove</i>) Cllr Brian Edmonds (<i>Wrecclesham & Rowledge</i>) Cllr J Scotty Fraser (<i>Upper Hale</i>) Cllr Michaela Martin (<i>Moor Park</i>) Cllr Andy Macleod (<i>Moor Park</i>) Cllr John Neale (<i>Firgrove</i>)</p> <p>Wards not yet represented:</p> <ul style="list-style-type: none"> • Hale & Heath End • Shortheath and Boundstone • Weybourne & Badshot Lea 	<p>Proposal: All interested councillors be appointed but if a councillor from Shortheath & Boundstone or Weybourne & Badshot Lea wishes to be appointed a vote is taken on the wards where two councillors have put themselves forward.</p> <p>Cllr Roger Blishen (<i>Bourne</i>) Cllr David Beaman (<i>Castle</i>) Cllr George Hesse (<i>Castle</i>) Cllr Alan Earwaker (<i>Firgrove</i>) Cllr John Neale (<i>Firgrove</i>) Cllr Michaela Gray (<i>Hale & Heath End</i>) Cllr Michaela Martin (<i>Moor Park</i>) Cllr J Scotty Fraser (<i>Upper Hale</i>) Cllr Brian Edmonds (<i>Wrecclesham & Rowledge</i>)</p>

** Ex officio if elected as mayor

Standing Panels

<p>HR Panel (Task Group of Strategy and Finance with some matters direct to Council) (6 Members)</p> <p>The preference is that the Panel remain as consistent as possible for the four year term of the Council</p>	<p>Cllr Carole Cockburn (1) Cllr Pat Evans** (1) Cllr Michaela Gray (1) Cllr David Attfield (3) Cllr Kika Mirylees (3) Cllr Andy MacLeod (5) Cllr John Neale</p>	<p>Proposal The Mayor attend ex officio and all other councillors be deemed appointed. Cllr Carole Cockburn Cllr Michaela Gray Cllr David Attfield Cllr Kika Mirylees Cllr Andy MacLeod Cllr John Neale</p>
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<p>Services to Farnham Awards Panel (Task Group of Council)</p> <p>(Normally 5 members)</p> <p><i>Meets twice a year or as required</i></p>	<p>Mayor Deputy Mayor Cllr David Attfield (1) Cllr Pat Evans (2)** Cllr Kika Mirylees (2) Cllr Andy Macleod (4)</p> <p>Mr Eddie Pearce (Tindle Newspapers)</p>	<p>Proposal: The Panel comprise: Mayor Deputy Mayor Cllr David Attfield Cllr Kika Mirylees Mr Eddie Pearce (Tindle Newspapers) Community Representative (tbc)</p>
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Task Groups (Reappointed on an annual basis if agreed by Council. Meet as required)	Preference for 2019/2020	Proposal
<p>Infrastructure Planning Group (Task Group of Strategy and Finance)</p> <p>(normally 5 members)</p>	<p>Cllr David Beaman (1) Cllr Scotty Fraser (1) Cllr Andy Macleod (1) Cllr John Neale (1) Cllr Carole Cockburn (2) Cllr Alan Earwaker (2) Cllr Mark Merryweather (2) Cllr Paula Dunsmore (3) Cllr Brian Edmonds (3) Cllr Pat Evans (3)</p>	<p>Proposal: The Councillors allocating a first preference be appointed and Cllr Cockburn be appointed as a councillor not part of the majority group. Cllr David Beaman Cllr Carole Cockburn Cllr Scotty Fraser Cllr Andy Macleod Cllr John Neale</p>
<p>Assets Task Group (Task Group of Strategy and Finance)</p> <p>Meets as required (Normally 5 members)</p>	<p>Cllr Paula Dunsmore (2) Cllr David Attfield (2) Cllr Sally Dickson (2) Cllr Mark Merryweather (3) Cllr John Neale (3) Cllr Pat Evans ** (4) Cllr Scotty Fraser (4) Cllr Alan Earwaker (4)</p>	<p>Proposal The Task Group comprise those who had listed it as their second or third preference. Cllr David Attfield Cllr Sally Dickson Cllr Paula Dunsmore Cllr Mark Merryweather Cllr John Neale</p>
<p>Wellbeing Task Group (Task Group of Strategy and Finance)</p> <p>(Normally 5 members)</p>	<p>Cllr Sally Dickson (1) Cllr Michaela Martin (1) Cllr Michaela Gray (2) Cllr Alan Earwaker (3) Cllr John Scotty Fraser (4)</p>	<p>Proposal The Task Group comprise: Cllr Sally Dickson Cllr John Scotty Fraser Cllr Alan Earwaker Cllr Michaela Martin</p>

<p>Community Infrastructure Levy/ Section 106 Task Group (Task Group of Strategy and Finance)</p> <p>Meets as required (Normally 5 members)</p>	<p>Cllr Alan Earwaker (1) Cllr Brian Edmonds (1) Cllr George Hesse (1) Cllr Mark Merryweather (1) Cllr Paula Dunsmore (1)</p> <p>Cllr David Beaman (2) Cllr John Scotty Fraser (2) Cllr Andy Macleod (2)</p> <p>Cllr Pat Evans (5)**</p>	<p>Proposal: The Councillors allocating a first preference be appointed.</p> <p>Cllr Paula Dunsmore Cllr Alan Earwaker Cllr Brian Edmonds Cllr George Hesse Cllr Mark Merryweather</p>
<p>Trees and Hedgerows Group (Task Group of Strategy and Finance)</p> <p>In addition involved Community Enhancement and Planning</p> <p>Meets as required (Normally 5 members).</p>	<p>Cllr Sally Dickson (1) Cllr Kika Mirylees (1) Cllr Brian Edmonds (2) Cllr Michaela Martin (2) Cllr John Scotty Fraser(3)</p>	<p>Proposal The Task Group comprise:</p> <p>Cllr Sally Dickson Cllr Brian Edmonds Cllr John Scotty Fraser Cllr Michaela Martin Cllr Kika Mirylees</p>

