

WOKING BOROUGH COUNCIL

NOTES OF A MEETING OF THE SELECTION PANEL

HELD ON 17 MAY 2022 IN THE BOARD ROOM - CIVIC OFFICES

Present: Councillor Ayesha Azad
Councillor Tahir Aziz
Councillor Ann-Marie Barker
Councillor Amanda Boote
Councillor Will Forster
Councillor Daryl Jordan
Councillor M Ilyas Raja

Julie Fisher
Joanne McIntosh

Absent: Councillor Colin Kemp

1. Election of Chairman.

Councillor Barker moved and Councillor Azad seconded the election of Julie Fisher as Chairman of the Panel.

RESOLVED

That the Chief Executive, Julie Fisher, be elected Chairman of the Panel for the Municipal Year.

2. Apologies for Absence.

Apologies for absence were received from Councillor Kemp.

3. Principles of Proportionality.

The Members of the Panel considered a report which sought to provide an introduction to the principles of proportionality, setting out the provisions within legislation, the guidance of the Local Government Association and the practices of Woking Borough Council. The allocation of seats on Committees and other prescribed bodies had to be undertaken in accordance with the political balance rules set out in Sections 15 and 16 of the Local Government and Housing Act 1989 and Local Government Regulations 1990.

RESOLVED

That the report be noted.

4. Proportionality 2022-23.

The Panel had before it a report on proportionality of the Council. The State of the Parties for 2022/23 was noted as follows:

State of the Political Groups		
Group	Members	% Proportionality
Liberal Democrat	16	53.3
Conservative	8	26.7
Labour	3	10
Independent	3	10
Totals	30	100

RESOLVED

That the report be noted.

5. Appointment of Members to Committees and Sub-Committees 2022-23.

The Panel was invited to consider the 'proportionality' of appointments to the Committees and Sub-Committees for the 2022/23 Municipal Year. It was noted that informal discussions had been held between Officers and Councillor Barker in advance of the meeting. As a result of the discussions, Councillor Barker proposed that the size of the Planning Committee and the Overview and Scrutiny Committee should be increased from 9 to 10 Members; the change would improve the proportionality on the Committees. Furthermore, the Officers proposed that the size of the Standards and Audit Committee should be increased from 5 to 6 Members, improving the proportionality on the Committee and ensuring that a Member from each Group could sit on the Committee.

Following a discussion on the possibility of changing the sizes of the three Committees, the Members agreed to propose to Council that the Membership of the Planning Committee, the Overview and Scrutiny Committee and the Standards and Audit Committee should be increased by 1. The available seats were therefore allocated in accordance with the proportionality figures and on the basis of the increased Committee sizes.

It was noted that Claire Storey would continue in her role on the Council as the Independent Co-Opted Member and that Tim Stokes would continue in his position as the Council's Independent Person over the coming year.

RECOMMENDED to Council

That (i) the Memberships of the Planning Committee and the

Overview and Scrutiny Committee be increased by 1 to 10 Members, and the Membership of the Standards and Audit Committee be increased by 1 to 6 Members; and

(ii) the proportions for each Committee be settled as follows:

Committee	Lib Dem	Con	Lab	Ind	Other
Appeals (3)	2	-	-	1	-
Licensing (10)	5	3	1	1	-
Overview and Scrutiny (10)	5	3	1	1	-
Planning (10)	5	3	1	1	-
Standards and Audit (6)	3	1	1	1	1*
Licensing Sub A (3)	2	1	-	-	-
Licensing Sub B (3)	2	1	-	-	-
Taxi & Private Hire Sub (6)	3	2	1	-	-
Standards Panel (4)	2	1	-	1	1*
Working Joint Committee (8)	4	2	1	1	-

*Independent Co-Opted Member

6. Appointment of Members to Working Groups and Task Groups 2022-23.

The Members of the Panel were presented with a report on the current list of working groups and task groups under the remits of the Council, the Executive and the Overview and Scrutiny Committee.

In considering the existing Working Groups, the Members agreed to recommend to Council a number of changes, comprising:

- The Aggregates Site Working Group and the HIF Oversight Panel to be disbanded.
- A HIF Task Group to be established under the remit of the Overview and Scrutiny Committee, taking on the responsibilities of the Aggregates Site Working Group and the HIF Oversight Panel. The Task Group to have a proportional membership of 7 Members.
- The Elections and Electoral Registration Review Panel to be renamed the Elections Panel and its membership to comprise the Group Leaders and Deputy Group Leaders (8). Terms of Reference for the Panel to be drawn up and presented at the next

meeting of the Panel.

- The Governance Review Task Group to be disbanded, recognising the pressures on workloads over the coming year.
- Membership on the Military Covenant Advisory Panel to be increased from 5 to 6.
- The Victoria Square Oversight Panel to be renamed the Victoria Square and Town Centre Oversight Panel in recognition of its oversight responsibilities for the Town Centre.
- The Climate Change Working Group to be renamed the Greener Working Working Group.
- The membership of the Housing Task Group to be reduced from 8 to 7 Members, reflecting the size of the other Task Groups under the remit of the Overview and Scrutiny Committee.

RECOMMENDED to Council

- That (i) the Aggregates Site Working Group be disbanded;**
- (ii) the HIF Oversight Panel be disbanded;**
- (iii) a HIF Task Group of 7 Members be established under the remit of the Overview and Scrutiny Committee, taking on the responsibilities of the Aggregates Site Working Group and the HIF Oversight Panel;**
- (iv) the Elections and Electoral Registration Review Panel be renamed the Elections Panel and its membership to comprise the Group Leaders and Deputy Group Leaders (8);**
- (v) terms of reference for the Elections Panel be drawn up and presented at the next meeting of the Panel;**
- (vi) the Governance Review Task Group be disbanded;**
- (vii) membership on the Military Covenant Advisory Panel be increased from 5 to 6;**
- (viii) the Victoria Square Oversight Panel be renamed the Victoria Square and Town Centre Oversight Panel;**
- (ix) the Climate Change Working Group be renamed the Greener Working Working Group;**
- (x) the membership of the Housing Task Group be reduced from 8 to 7 Members; and**
- (xi) the proportions for each Group be settled as follows:**

Working Groups under the remit of Council					
Working Group	Lib Dem	Con	Lab	Ind	Other
Elections Panel (8)	2	2	2	2	1*
Freedom of the Borough Working Group (7)	3	2	1	1	-
Military Covenant Advisory Panel (6)	2	2	1	1	-
Selection Panel (8)	2	2	2	2	-
Sheerwater Regeneration Delivery & Oversight Panel (7)	3	2	1	1	-
Victoria Square and Town Centre Oversight Panel (9)	5	2	1	1	-

*Independent Co-Opted Member

Working Groups under the remit of the Executive					
Working Group	Lib Dem	Con	Lab	Ind	Other
Greener Woking Working Group (8)	4	2	1	1	-
Leisure Partnership Board (5)	3	1	1	-	-
LDF Working Group (7)	3	2	1	1	-

Task Groups under the remit of the Overview and Scrutiny Committee					
Task Group	Lib Dem	Con	Lab	Ind	Other
Economic Development Task Group (7)	3	2	1	1	-
Finance Task Group (7)	3	2	1	1	-
HIF Housing Outputs Task Group (7)	3	2	1	1	-
HIF Task Group (7)	3	2	1	1	-
Housing Task Group (7)	3	2	1	1	-

7. Appointment of Members to Ad Hoc Bodies 2022-23.

The Panel considered appointments of representatives to Ad Hoc Bodies and nominations to the Surrey Leaders' Group. It was noted that the Surrey Leaders Group was seeking nominations from each of the Borough and District Authorities and that any Members put forward would need to complete a nomination form in order to be considered. No Members were proposed for the positions at the meeting, which included the Adults and Health Select Committee, the South East Reserve Forces and Cadets' Association, the Surrey Civilian Military Partnership, the Integrated Care Partnership Board and the SCC Pension Fund.

RECOMMENDED to Council

That the proportions for each appointment be settled as follows:

Ad Hoc Body	Appointments (substitutes indicated in brackets)				
	Lib Dem	Con	Lab	Ind	Other
Ashford & St Peters Hospital NHS Trust (1 rep, 3 years to 2022)	1				
Basingstoke Canal Joint Management Cttee (2 reps, 1 year plus 2 subs, 1 year)	1 (1)	1 (1)			
Corporate Trustee – Friends of Woking Palace (1 rep, 1 year)	1				
Countryside Partnership Board (1 rep, 1 year plus 1 sub, 1 year). Substitute to be appointed to the Local Liaison Group.	1	(1)			
Fairoaks Airport Consultative Cttee (1 rep., 1 year plus 1 sub, 1 year).	1	(1)			
Farnborough Airport Consultative Cttee (1 rep., 1 year plus 1 sub, 1 year).	1	(1)			
Maybury Centre Trust (2 reps, four years to 2022 and 2023 respectively)	1 (2026)		1 (2023)		
Nat. Parking Adjudication Service Jt Cttee (1 rep, 2 years plus 1 sub, 2 years to 2023)	(1)	1			
Police and Crime Panel (1 rep., 1 year)	1				
ShopMobility (1 rep., 1 year plus 1 sub, 1 year)	1	(1)			
South East Employers (1 rep., 1 year plus 1 sub, 1 year)	1	(1)			

Sport Woking (2 reps, 1 year)	1		1		
Surrey County Playing Fields Association (1 rep., 1 year)	1				
Sutton Green Village Hall Management Cttee (2 reps, 1 year, 1 to be local Ward Cllr)	2				
Woking Access Group (2 reps., 1 year)	1		1		
Woking Community Transport (2 observers, 1 year)	1	1			
Woking People of Faith (1 rep., 5 years to 2026)	1				
Woking Youth Council (2 reps, 1 year plus 1 substitute, 1 year)	1 (1)	1			

8. **Ex-Officio Appointments 2022-23.**

The list of current Ex-Officio appointments was considered by the Panel. A number of the appointments for the coming year would be confirmed once the Portfolio positions had been filled.

It was confirmed that both the Goldsworth Park Lake and Recreation Ground Users Group and the Lakeview Working Group no longer convened and could therefore be disbanded.

RESOLVED

That the report be noted.

RECOMMENDED to Council

That the Goldsworth Park Lake and Recreation Ground Users Group and the Lakeview Working Group be disbanded.

9. **Appointment of the Armed Forces Champion 2022-23.**

The Members of Selection Panel were asked to recommend to Council the appointment of the Authority's Armed Forces Champion for 2022/23 together with a substitute Member. It was noted that the current representative was Councillor Will Forster with Councillor Amanda Boote acting as substitute.

Both Councillor Forster and Councillor Boote indicated that they wished to retain the positions for the coming year and it was therefore agreed that the Council would be recommended to appoint Councillor Forster to the position of Armed Forces Champion, with Councillor Boote to act as substitute.

RECOMMENDED to Council

That (i) Councillor Forster be appointed the Council's Armed Forces Champion for 2022/23; and

(ii) Councillor Boote be appointed the substitute member for the Armed Forces Champion for 2022/23.

10. Seating Arrangements 2022-23.

The Groups had been consulted on the proposed seating plan for Council in advance of the meeting and a copy was tabled at the meeting. The seating plan as tabled was supported and would be formally received at the meeting of Council on 19 May 2022.

RESOLVED

That the proposed seating plan for Council for the 2022/23 Municipal Year be noted.

11. Any Other Business.

No further matters were discussed.

The meeting commenced at 7.00 pm
and ended at 7.45 pm