



**Oversight and Governance**

Chief Executive's Department  
Plymouth City Council  
Ballard House  
Plymouth PL1 3BJ

Please ask for Ross Jago  
Head of Governance, Performance and  
Risk

T 01752 305155

E [democraticsupport@plymouth.gov.uk](mailto:democraticsupport@plymouth.gov.uk)

[www.plymouth.gov.uk](http://www.plymouth.gov.uk)

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## **CITY COUNCIL – SUPPLEMENT PACK**

Friday 17 May 2024

9.45 am

Crowne Plaza, Plymouth

**Members:**

Mr Shayer, Chair

Councillor Ms Watkin, Vice Chair

Councillors Allen, Allison, Aspinall, Bannerman, Mrs Beer, Blight, Briars-Delve, Mrs Bridgeman, Coker, Cresswell, Cuddihee, Dann, Darcy, Dingle, Evans OBE, Finn, Freeman, Gilmour, Goslin, Haydon, Hendy, Holloway, Krizanac, Laing, Lawson, Loveridge, Lowry, Luggier, McCarty, McLay, McNamara, Moore, Morton, Murphy, Ney, Nicholson, Nicholson, Noble, Penberthy, Penrose, Poyser, Raynsford, Reilly, Ricketts, Simpson, Smith, Smith, Sproston, Steel, Stephens, Stevens, Kate Taylor, Tippetts, Tofan, Tuohy and Wood.

Members are invited to attend the above meeting to consider the items of business overleaf.

You can watch any of our webcast meetings on [YouTube](#). For further information on attending Council meetings and how to engage in the democratic process please follow this link - [Get Involved](#)

**Tracey Lee**

Chief Executive

## **City Council**

- 6. To note the Membership of the Cabinet: (Pages 1 - 2)**
- 7. To agree changes to Part D of the Constitution (Scrutiny Arrangements): (Pages 3 - 14)**
- 8. To agree committees and their members and appoint Chairs and Vice Chairs: (Pages 15 - 34)**
- 9. To nominate or appoint representatives to outside bodies: (Pages 35 - 44)**

**LEADERS SCHEME OF DELEGATION 2024/25**



<p><b>Leader: Cllr Tudor Evans OBE</b></p>	<p><b>Deputy Leader / Children’s Social Care, Culture and Communications: Cllr Jemima Laing</b></p>	<p><b>Health and Adult Social Care: Cllr Mary Aspinall</b></p>	<p><b>Community Safety, Libraries, Events, Cemeteries and Crematoria: Cllr Sally Haydon</b></p>	<p><b>Housing, Cooperative Development and Communities: Cllr Chris Penberthy</b></p>
<ul style="list-style-type: none"> <li>• Chair of Cabinet meetings and may act on behalf of, or instead of any other Cabinet members</li> <li>• Liaison with Government</li> <li>• Leadership representative of the Council on national and regional bodies</li> <li>• The overview of the Council and its resources</li> <li>• The Corporate Plan</li> <li>• Corporate policy development</li> <li>• One Plymouth</li> <li>• National Marine Park</li> <li>• Capital programme where delegated</li> <li>• Designs for the future purpose, functions, shape and size of the organisation</li> <li>• HM Dockyard and defence issues</li> <li>• Plymouth Fishing industries</li> <li>• Economy and Enterprise including Freeport</li> <li>• Regional and Local Economic Strategy (including regional transport links)</li> <li>• LGA</li> <li>• Strategic and commercial projects</li> <li>• Member development</li> <li>• Democracy and Governance</li> <li>• Elections</li> </ul>	<ul style="list-style-type: none"> <li>• Children Safeguarding and protection (Children’s Social Care)</li> <li>• Children in Care and Care leavers</li> <li>• Children in Need</li> <li>• Children’s Social Care</li> <li>• Early Intervention, Prevention and Targeted Support</li> <li>• Youth Justice and Youth Services</li> <li>• Culture, heritage and museums (including Mount Edgcumbe)</li> <li>• The Box</li> <li>• Communications</li> <li>• Legal</li> <li>• Fees and charges relating to portfolio</li> </ul>	<ul style="list-style-type: none"> <li>• Older people’s services</li> <li>• Mental Health services</li> <li>• Physical disability services</li> <li>• Drug and alcohol services</li> <li>• Learning disabilities services</li> <li>• Adult public health</li> <li>• Adult Safeguarding</li> <li>• Dementia friendly city</li> <li>• Aging Well agenda</li> <li>• Health and Social Care</li> <li>• Other healthcare matters</li> <li>• Children’s mental health</li> <li>• Children’s and adult’s dental health</li> <li>• Children’s public health</li> <li>• Fees and charges relating to portfolio</li> </ul>	<ul style="list-style-type: none"> <li>• Environmental health</li> <li>• Trading standards</li> <li>• Taxi Licensing</li> <li>• Miscellaneous Licensing</li> <li>• Food safety</li> <li>• Crime and Anti-social behaviour</li> <li>• Safer Plymouth Community Safety Partnership</li> <li>• Civil Protection and resilience</li> <li>• Library service</li> <li>• Bereavement and Crematoria</li> <li>• Coroners</li> <li>• Registration</li> <li>• Events</li> <li>• Waterfront Partnership</li> <li>• Fees and charges relating to portfolio</li> </ul>	<ul style="list-style-type: none"> <li>• Cooperative Development</li> <li>• Plan for Homes and associated initiatives</li> <li>• Building regulations including building safety</li> <li>• Corporate property</li> <li>• Land and facilities management</li> <li>• Performance management</li> <li>• Homelessness</li> <li>• Unauthorised encampments and Travellers policy</li> <li>• Welcoming Plymouth including equalities and diversity, asylum seekers and refugees</li> <li>• Community engagement</li> <li>• Building Stronger Communities including volunteering and community use of Council assets</li> <li>• Veterans and Community Covenant</li> <li>• Tackling poverty and Child Poverty</li> <li>• National welfare policy and Council discretionary welfare funds</li> <li>• Street naming</li> <li>• Procurement</li> <li>• Inclusive Growth</li> <li>• Fees and charges relating to portfolio</li> </ul>

## LEADERS SCHEME OF DELEGATION 2024/25



<b>Education, Skills and Apprenticeships: Cllr Sally Cresswell</b>	<b>Finance: Cllr Mark Lowry</b>	<b>Strategic Planning and Transport: Cllr Mark Coker</b>	<b>Environment and Climate Change: Cllr Tom Briars-Delve</b>	<b>Customer Services, Sport, Leisure, Human Resources and Organisational Development: Cllr Sue Dann</b>
<ul style="list-style-type: none"> <li>• Post-16 Education and Training</li> <li>• Apprenticeships</li> <li>• Plan for Education</li> <li>• Plymouth Education Board</li> <li>• Schools</li> <li>• School admissions arrangements</li> <li>• Early Years</li> <li>• Adult Education</li> <li>• Higher and Further Education</li> <li>• Skills and Employability</li> <li>• SEND</li> <li>• Fees and charges relating to portfolio</li> </ul>	<ul style="list-style-type: none"> <li>• Revenue Budget</li> <li>• Capital programme monitoring and oversight</li> <li>• District shopping centre revival</li> <li>• City Centre Company</li> <li>• Revenues and municipal enterprise</li> <li>• Health and Wellbeing Hubs investment programme</li> <li>• Risk management</li> <li>• Fees and charges relating to portfolio</li> </ul>	<ul style="list-style-type: none"> <li>• Plymouth and South West Devon Joint Local Plan</li> <li>• Spatial and infrastructure planning</li> <li>• City Change Fund</li> <li>• Strategic transport policy including public transport, active travel, community transport, concessionary fares and non-commercial routes</li> <li>• Strategic and regional transport</li> <li>• Flood risk management</li> <li>• City Centre public realm and infrastructure delivery</li> <li>• Highways operations and maintenance</li> <li>• Pavements</li> <li>• Parking</li> <li>• Marine services</li> <li>• Tamar Bridge and Torpoint Ferry</li> <li>• Cruise Terminal / Port services</li> <li>• Fees and charges relating to portfolio</li> </ul>	<ul style="list-style-type: none"> <li>• Climate change</li> <li>• Plymouth Net Zero Action Plan</li> <li>• Climate Emergency Investment Fund</li> <li>• Energy policy, decarbonisation and renewable energy initiatives</li> <li>• Commercial and domestic waste management</li> <li>• Environmental enforcement</li> <li>• Plan for Trees and Tree management</li> <li>• Recycling</li> <li>• Plastic Free Plymouth</li> <li>• Green Estate Management</li> <li>• Parks, recreation and sports pitches</li> <li>• Street cleaning</li> <li>• Fees and charges relating to portfolio</li> </ul>	<ul style="list-style-type: none"> <li>• Cost of Living Action Plan</li> <li>• Human Resources, Organisational Development and Trade Union liaison</li> <li>• Health and Safety</li> <li>• Customer Services</li> <li>• Transformation and Change Oversight</li> <li>• Business Support</li> <li>• Information technology</li> <li>• Information governance</li> <li>• Digital transformation</li> <li>• Sports and Leisure</li> <li>• Plymouth Active Leisure</li> <li>• Fees and charges relating to portfolio</li> </ul>

# City Council



Date of meeting:	17 May 2024
Title of Report:	<b>Changes to Part D of the Constitution (Scrutiny Arrangements)</b>
Lead Strategic Director:	Tracey Lee (Chief Executive)
Author:	Ross Jago (Head of Governance, Performance and Risk)
Contact Email:	Ross.jago@plymouth.gov.uk
Your Reference:	N/A
Key Decision:	No
Confidentiality:	Part I - Official

## Purpose of Report

Following an external review of the Scrutiny function conducted in 2022/23 municipal year, Officers were tasked to amendments to Part D of the constitution concerning scrutiny arrangements.

The structure of the scrutiny function has not been changed and will continue to consist of a Scrutiny Management Board and four scrutiny panels. Terms of reference have been amended to provide the Scrutiny Management Board with greater oversight of corporate functions with consequential and minor amendments made to the remaining four panels, including changes to names of the panels.

Political Groups have been advised of the proposed changes and have provided nominations.

Subject to approval by Council of these proposed changes, the Independent Remuneration Panel (IRP) will be requested to meet to consider these changes in relation to Special Responsibility Allowances (SRAs).

## Recommendations and Reasons

- I. That Council approves the changes to Article 7 and Part D of the Constitution in relation to the terms of reference for the Overview and Scrutiny Function as set out at Appendix.

*Reason: Retaining the status quo would not reflect the administration's commitment to enhanced overview and scrutiny arrangements.*

## Relevance to the Corporate Plan and/or the Plymouth Plan

Effective scrutiny impacts upon all aspects of the Corporate Plan by providing a process for challenge to decision making and the development of policy.

The new scrutiny structure will provide a review function to enable Members to assess the impact of Central Government policies affecting the City, demonstrate a check and balance to executive power within the City Council and reflect the values of the organisation as set out in the corporate plan.



**Sign off:**

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Originating Senior Leadership Team member: Tracey Lee, Chief Executive											
Please confirm the Strategic Director(s) has agreed the report? Yes											
Date agreed: 16/05/2024											

## Overview and Scrutiny

### I. Overview and Scrutiny Functions

I.1. The aims of the Overview and Scrutiny process are to-

- add value to Council business and decision-making;
- hold the Cabinet to account;
- monitor the budget and performance of services;
- assist the Council in the development of policy and review the effectiveness of the implementation of Council policy;
- review relevant central government policy development and legislation to assess the impact on the City and make recommendations to Cabinet.

### 2. Scrutiny Management Board

2.1. The purpose of the Scrutiny Management Board is to manage scrutiny in a way that ensures the functions of overview and scrutiny are appropriately undertaken across all aspects of the Council's work, with a view to improving services, reducing inequalities and improving outcomes for the people of Plymouth.

#### 2.2. Role of the Scrutiny Management Board

- To review regular budget monitoring reports and the medium-term financial strategy;
- To plan the process for annual Budget Scrutiny;
- To review performance against the relevant corporate priorities and inform work programmes as appropriate;
- To review the forward plan of key decisions and consider scrutiny of those issues;
- Exercise the right to call-in, for reconsideration, decisions made but not yet implemented by the Leader/Cabinet Member or relevant senior officers including Corporate or Service Directors jointly with a Deputy Cabinet Member or by any other officer;
- To ensure that work is allocated fairly across scrutiny panels and reflects all aspects of the Council's work by providing oversight and direction to the committees' work programmes;
- To produce an annual scrutiny report to Council;
- To receive for information, and oversee implementation of, recommendations made by each Scrutiny Committee;
- To review national best practice and guidance in relation to overview and scrutiny and recommend any changes to the way overview and scrutiny is undertaken as a result.

2.3. The Scrutiny Management Board will also undertake annual budget scrutiny and is linked to the Cabinet Members responsible for -

- Revenue Budget
- Capital Programme
- The Corporate Plan
- The Plymouth Plan
- Human Resources
- ICT
- Business Continuity and Civil Protection
- Strategic Procurement
- Corporate Property and Facilities Management



- Performance Management
- Transformation and Change Management
- Media, Public Relations and Communications
- Democracy and Governance
- Legal Service

2.4. In addition to the Scrutiny Management Board the Council will operate a scrutiny structure comprising a number of scrutiny panels.

### 3. Membership

3.1. Membership of the Scrutiny Management Board will not exceed 11 councillors.

3.2. The Chair and Vice Chair of the Board and it will be appointed at the Annual General Meeting of Council alongside the Board and panel membership.

### 4. Principles

4.1. The Scrutiny panels are committed to the developing of a respectful relationship between themselves, the Cabinet and external partners. The work of the Scrutiny panels is underpinned by the following six principles:-

- i To contribute to sound decision-making in a timely way by holding councillors and key partners to account as a 'critical friend'.
- ii Contribute to and reflect the vision and priorities of the Council.
- iii Enable the voice and concerns of the public to be heard and reflected in the Council's decision-making process.
- iv Engage in policy development at an appropriate time to be able to influence the development of policy.
- v To be agile and able to respond to changing and emerging priorities at the right time with flexible working methods.
- vi For scrutiny to be a councillor led and owned function which seeks to continuously improve through self-reflection and development.

### Scrutiny Panel Functions

#### 5. General Terms of Reference

5.1. Within their agreed remit Scrutiny panels will:

- (i) Review and / or scrutinise decisions made or actions taken in connection with the discharge of any of the Council's functions;
- (ii) Make reports and/or recommendations to the Cabinet / Council in connection with the discharge of any functions; make reports and/or recommendations to partners;
- (iii) Work to ensure that communities are engaged in the scrutiny process; and consider and implement mechanisms to encourage and enhance community participation in the development of policy options.
- (iv) Promote equality and diversity across all its work and the work of the Council.
- (v) Review and scrutinise the performance of the Council in relation to its policy objectives, performance targets and/or service areas;
- (vi) Question the Leader / Cabinet Members / senior officers about their decisions and performance, whether in comparison with service plans and targets over a period of time,

- or in relation to particular decisions, initiatives or projects;
- (vii) Scrutinising the work of partnerships and partnership bodies in the local area;
  - (viii) Make recommendations to the Cabinet/Leader/Cabinet Member, Council or Partners, arising out of the Scrutiny process;
  - (ix) Question and gather evidence from any person (with their consent where appropriate).
  - (x) Reviewing current policies and strategies and making recommendations to the Leader/Cabinet and Council;
  - (xi) Undertaking in depth analysis of policy issues and options to assist the Council and the Leader/Cabinet in the development of its budget and policy framework;
  - (xii) Considering matters referred to them by the Leader/Cabinet and reporting to the Leader/Cabinet with proposals and/or options;
  - (xiii) Questioning members of the Cabinet and/or Committees and senior officers from the Council about their views on issues and proposals affecting the area; and
  - (xiv) Liaising with other external organisations operating in the area, whether national, regional or local, to ensure that the interests of local people are enhanced by collaborative working.

## **Scrutiny Panel Responsibilities**

### **Housing and Community Services Scrutiny Panel**

Linked to the Cabinet Member and Department with Responsibility for

- Cost of Living
- Child Poverty
- Parks including playgrounds and greenspaces
- Waste management, recycling and street cleaning
- Anti-social behavior
- Community safety
- Community cohesion, equalities and neighbourhood development
- Homelessness
- Private sector housing, grants and improvements
- Housing enabling with respect to registered social landlords
- Customer Services
- Car parks
- Licensing – Hackney Carriage and Miscellaneous
- Statutory Role with regard to scrutiny of the community safety partnership

MEMBERSHIP – Proportionality applies, the Chair of the panel shall serve on the Scrutiny Management Board. All members of the panel will adhere to the general rules of Overview and Scrutiny.

There are 11 members of the panel including the Chair and Vice Chair.

### **Children, Young People and Families Scrutiny Panel**

Linked to the Cabinet Member and Department with responsibility for

- Schools and Colleges
- Apprenticeships
- Early years Development
- Education Grants
- Youth Services

- Children's social care (primary responsibility for Children's Service Matters)
- Adoption and Fostering
- Early intervention and prevention
- Children with special educational needs and disabilities (SEND)
- Corporate Parenting
- The leadership and delivery of all services for children and young people

MEMBERSHIP – Proportionality applies, the Chair of the panel shall serve on the Scrutiny Management Board. All members of the panel will adhere to the general rules of Overview and Scrutiny.

There are 11 members of the panel including the Chair and Vice Chair.

### **Natural Infrastructure and Growth Scrutiny Panel**

Linked to the Cabinet Member and Department with Responsibility for

- Net Zero Action Plan
- Natural Infrastructure and Investment
- Inclusive Growth
- Regional and local economic strategy
- Development planning
- Strategic Housing Delivery
- Transport policies and strategies
- Social enterprise support
- Sustainable public transport and cycling
- Events, Culture, Heritage and Museums (including Mount Edgumbe)
- Highways

MEMBERSHIP – Proportionality applies, the Chair of the panel shall serve on the Scrutiny Management Board. All members of the panel will adhere to the general rules of Overview and Scrutiny.

There are 11 members of the panel including the Chair and Vice Chair.

### **Health and Wellbeing Scrutiny Panel**

Linked to the Cabinet Member and Department with responsibility for

- Public Health
- Public protection service
- Adult and Children's Health
- Mental Health Services
- Physical Disability Services
- Drug and Alcohol Services
- Learning Disability Services
- Ageing Well / Older Peoples Services
- Joint Health and Social Care Commissioning
- Leisure Services
- Health and Wellbeing

Statutory Role with regard to undertaking all the statutory functions in accordance with Section 244, of the National Health Act 2006, (as amended by Health and Social Care Act 2012) regulations and

guidance under that section.

**MEMBERSHIP – Proportionality applies, the Chair of the panel shall serve on the Scrutiny Management Board. All members of the panel will adhere to the general rules of Overview and Scrutiny.**

**There are 11 members of the panel including the Chair and Vice Chair.**

## **6. Overview and Scrutiny General Provisions**

### **Conflicts of Interest**

- 6.1. Unless they have a dispensation, members of the Overview and Scrutiny Committees cannot scrutinise decisions they were involved in taking and must leave the room when these decisions are scrutinised. Before they leave they can make representations and answer questions or give evidence if other members of the public would also have this right.

### **Procedure when a councillor resigns from a committee**

- 6.2. A Councillor can resign from a Committee by writing to the Monitoring Officer. A replacement member will be confirmed at the next Council meeting.

### **Procedure when a committee member stops being a councillor**

- 6.3. If a Committee member stops being a Councillor, a replacement member will be confirmed at the next full Council meeting.

### **Co-opted members of overview and scrutiny committees**

- 6.4. Non-voting co-opted members can serve on an Overview and Scrutiny Committees or for a specific policy review.
- 6.5. Co-opted members cannot vote unless they have the legal right to do so.
- 6.6. The Overview and Scrutiny Committee that deals with education matters will appoint four (statutory) co-opted members (two parent governor representatives and two church representatives). One of the church representatives will be nominated by the Diocesan Board of Education for the Church of England diocese and the other will be nominated by the Bishop of the Roman Catholic diocese within the area.

### **Overview and scrutiny committee meetings**

- 6.7. The annual calendar for Overview and Scrutiny Committee meetings is set by Council. If Overview and Scrutiny Committees need to have extra meetings, they set the dates themselves.
- 6.8. The Chair is responsible for the start times of committees in consultation with the Monitoring Officer.
- 6.9. The Monitoring Officer or the Overview and Scrutiny Committee Chair can decide to call a special meeting.
- 6.10. If a Committee has no business at one of its fixed meetings, the Monitoring Officer can cancel it after consulting the chair.

**Substitutes, quorum and training**

- 6.11. Members of the Committees can send other Councillors (who must belong to the same political group) as substitutes. Substitutes have the powers of an ordinary member of the committee.
- 6.12. Substitutions must be for a whole meeting. A member cannot take over from their substitute or hand over to them part way through a meeting.
- 6.13. If a member wants to send a substitute, they must inform the Monitoring Officer before the meeting. Substitutes cannot appoint substitutes of their own.
- 6.14. If a Councillor is a member of a Select Committee Review, once the group has started its work, no substitution is allowed.
- 6.15. The quorum for a meeting is one third of its membership.

**Resignation of chair or vice-chair**

- 6.16. If a Councillor wants to resign as chair or vice-chair, they must write to the Monitoring Officer. A new chair or vice-chair will be confirmed at the next ordinary meeting of Council.

**Programme of work**

- 6.17. The Overview and Scrutiny Committees set their own programmes of work. The Committees must also review anything they are asked to review by Council.

**Call in**

- 6.18. Items called in will be heard at a meeting of the Scrutiny Management Board within 10 working days of the end of the call-in period relating to that item.

**Agenda**

- 6.19. Any Councillor may place any local government matter (other than excluded matters – see below) which is relevant to the functions of the Committee or board on the agenda of a meeting. The Councillor will be invited to attend the meeting at which the item is to be considered and to explain the reasons for the request.

**Considering matters**

- 6.20. When considering a local government matter referred by a Councillor, the Committee will decide whether to:
- review or scrutinise a decision taken by the cabinet or cabinet member;
  - make a report or recommendation to the Council or cabinet on how cabinet carries out its functions;
  - review or scrutinise a decision taken by a Council body other than the cabinet or a cabinet member;
  - make a report or recommendation to the Council or the cabinet on how a Council body other than the cabinet carries out its functions;

- make a report or recommendation to the Council or the cabinet on matters which affect the city or the inhabitants of the city;
- take no action.

6.21. The Committee will then report back to the Councillor who raised the local government matter about the decision and the reasons for the decision.

### **Excluded matters**

6.22. The following matters cannot be considered by an Overview and Scrutiny Committee:

- any matter relating to a planning decision;
- any matter relating to a licensing decision;
- any matter relating to an individual or body if s/he/they have, by law, a right to a review or right of appeal;
- any matter which is vexatious, discriminatory or not reasonable to be included in the agenda for, or to be discussed at, a Committee or board meeting.

6.23. The Monitoring Officer in consultation with the Scrutiny Officer and Chair (or Vice-Chair in the chair's absence) of the relevant Committee will determine whether a matter is an excluded matter.

### **Speaking on agenda items**

6.24. Any member of the public and any Councillor who is not a member of the Committee can speak on an agenda item if the Chair agrees. The Chair will decide how long they can speak for (unless the meeting is for call-in).

### **Policy review and development**

6.25. The overview and scrutiny Committees' role in developing the policy framework and budget is set out in paragraph 1.

6.26. In areas that are not covered by the policy framework and budget, the Overview and Scrutiny Committees can suggest policies for the cabinet or a cabinet member to develop.

6.27. The Overview and Scrutiny Committees can hold inquiries and consider future policy. This may involve appointing advisors, inviting witnesses, making site visits, holding public meetings, commissioning research or doing anything else which is necessary.

### **Select committee reviews**

6.28. Overview and Scrutiny Committees may appoint time limited Select Committee Reviews to undertake pieces of scrutiny work as required and will be time specific.

### **Requests for reviews from full council**

6.29. The Overview and Scrutiny Committees must review anything full Council asks them to review as soon as they can make space in their programme of work.

### **Requests for reviews from the cabinet**

6.30. The Overview and Scrutiny Committees can (but do not have to) review items the Cabinet or a Cabinet Member asks them to review.

### **Select committees**

6.31. The Overview and Scrutiny Committees may appoint Select Committees to undertake pieces of scrutiny work as required and will be time specific. The Chair of and members of Select Committee can be any member not excluded from scrutiny. Select Committees will be subject to rules of proportionality.

### **Committee/Select Committee Review report**

6.32. At the end of each policy review, the Overview and Scrutiny Committee / Select Committee Review will send the report to the Cabinet or a Cabinet Member (if it is about executive responsibilities) or to Council (if it is about Council responsibilities) or to another organisation, as appropriate.

### **Minority report**

6.33. For each policy review, there can be a minority report giving any dissenting views. The Cabinet, Cabinet Member or Full Council will consider the minority report at the same time as the Committee/ review report.

6.34. Each Overview and Scrutiny Committee / Select Committee Review member can vote for one report but no more than one. The report with the most votes will be the Overview and Scrutiny Committee / Select Committee Review report.

### **Timing**

6.35. If an Overview and Scrutiny Committee decides to send a report to the Cabinet, a cabinet member or Council:

- the Cabinet must, where practicable, consider it at its next ordinary meeting if it is about executive responsibilities;
- Council must, where practicable, consider it at its next ordinary meeting if it is about Council responsibilities.

### **Arrangements for cabinet to comment on reports to full council**

6.36. When the Overview and Scrutiny Committee sends a report to full Council, the Monitoring Officer will send a copy to the Cabinet/Cabinet Member. Council must consider the Cabinet or cabinet member's comments on anything that affects the policy framework and budget.

### **Overview and scrutiny members' rights to see documents**

6.37. Overview and Scrutiny members' rights to see documents are set out in the Access to Information Rules ([see Part F](#)).

### **Duty of cabinet members and officers to attend overview and scrutiny meetings**

6.38. Overview and scrutiny meetings can require members of the Cabinet and senior officers to attend and answer questions about:

- their performance
- decisions they were involved in
- the extent to which they have followed the policy framework and budget

6.39. The Lead Scrutiny Officer will inform the Councillor or officer that they are required to attend, what it is about and whether they need to produce a report or provide papers.

### **Whipping**

6.40. Political groups should not pressure their members over how they speak or vote at Overview and Scrutiny meetings.

### **Order of business at overview and scrutiny committees**

6.41. The overview and scrutiny committee will consider:

- declarations of interest
- minutes
- anything that has been called in
- any Cabinet/Cabinet member's responses to the committee's reports
- anything else on the agenda

6.42. This procedure can be suspended if at least half of all the voting members are present and there is a simple majority in favour. It can only be suspended until the end of a meeting.

### **Witnesses at overview and scrutiny meetings**

6.43. Witnesses should be treated with politeness and respect. Witnesses will only be required to attend Scrutiny meetings where the law requires their attendance.

### **Items affecting more than one overview and scrutiny committee**

6.44. If an item affects more than one Overview and Scrutiny Committee, the Chairs and Vice Chairs of the Committees will consider the creation of a Joint Select Committee to review it.

### **Minutes**

6.45. At the first meeting when the minutes are available, the chair will move that the minutes are correct and sign them. The committees will not discuss anything arising from the minutes.

### **Gaps in these procedures**

6.46. If there is a gap in these procedures, the Chair will decide what to do.



# City Council



Date of meeting:	17 May 2024
Title of Report:	<b>Committees, Memberships and Chairs/Vice-Chairs</b>
Lead Strategic Director:	Tracey Lee (Chief Executive)
Author:	Ross Jago (Head of Governance, Performance and Risk)
Contact Email:	Ross.jago@Plymouth.gov.uk
Your Reference:	AGM2024
Key Decision:	No
Confidentiality:	Part I - Official

## **Purpose of Report**

The purpose of this report is to propose for approval the committee structure, membership of committees, including the appointment of Chairs and Vice-Chairs, in accordance with articles 7 and 8 of the constitution.

Details of the proportionality calculation, allocated seats and nominees are outlined in appendix I.

## **Recommendations and Reasons**

propose the appointments to committees, including the Chairs and Vice-Chairs as set out at appendix I.  
Ap

Reason: For clarity of the committee structure and committee leadership.

## **Alternative options considered and rejected**

None – the committees are essential to democratic decision-making at the Council.

## **Relevance to the Corporate Plan and/or the Plymouth Plan**

Clarity on appointments to committees ensures that key projects and activities can be progressed in line with the Corporate and Plymouth Plans

## **Implications for the Medium Term Financial Plan and Resource Implications:**

Special responsibility allowances for committee chairs and, where relevant, vice-chairs, are already built into the members' budgets. There are no additional resource implications of the recommendation of this report.

## **Carbon Footprint (Environmental) Implications:**

Committee appointments ensure that carbon reduction and environmental measures are suitably supported by the democratic process.

### Other Implications: e.g. Health and Safety, Risk Management, Child Poverty:

\* When considering these proposals members have a responsibility to ensure they give due regard to the Council's duty to promote equality of opportunity, eliminate unlawful discrimination and promote good relations between people who share protected characteristics under the Equalities Act and those who do not.

### Appendices

\*Add rows as required to box below

Ref.	Title of Appendix	Exemption Paragraph Number (if applicable) <i>If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part 1 of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.</i>						
		1	2	3	4	5	6	7
I	Proportionality and Committee Allocation							

### Background papers:

\*Add rows as required to box below

Please list all unpublished, background papers relevant to the decision in the table below. Background papers are unpublished works, relied on to a material extent in preparing the report, which disclose facts or matters on which the report or an important part of the work is based.

Title of any background paper(s)	Exemption Paragraph Number (if applicable) <i>If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part 1 of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.</i>						
	1	2	3	4	5	6	7

### Sign off:

Fin	DJN. 24.2 5.01 1	Leg	LS/0 0003 390/ 2/LB/ 16/0 5/24	Mon Off	LS/0 0003 390/ 2/LB/ 16/0 5/24	HR		Asset s		Strat Proc	
Originating Senior Leadership Team member: Tracey Lee (Chief Executive)											
Please confirm the Strategic Director(s) has agreed the report? Yes											
16/05/2024											



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# COMMITTEE APPOINTMENTS AND PROPORTIONALITY



## I. LEGISLATIVE REQUIREMENTS OF PROPORTIONALITY

- I.1. Section 15 (5) of the Local Government and Housing Act 1989 imposes a duty on Councils to review the representation of different political groups on bodies to which the Council makes appointments. The Act requires that the review should be held at the Annual General Meeting or as soon as practicable after that meeting or when the membership of the Council changes.
- I.2. The Act provides four principles concerning political representation that must be observed when conducting a review. These are:
- a) that not all the seats on committees are allocated to the same political group;
  - b) that the majority of the seats on each committee are allocated to a particular political group if the number of persons belonging to that group are a majority of the authority's membership;
  - c) subject to (a) and (b), that the number of seats on committees which are allocated to each group bears the same proportion to the total of all the seats on committees of the council as is borne by the number of members of that group to the membership of the authority, and
  - d) Subject to (a) to (c) above, that the number of seats on each committee which are allocated to each political group bears the same proportion to the number of all the seats on that committee as is borne by the number of members of that group to the membership of the authority.
- I.3. The legislation provides that the Council may make alternative arrangements to the 'proportionality' principles only by a unanimous vote, with no member voting against.
- I.4. The Committees and Panels to which the provisions of Section 15 of the Act apply, and the recommended allocation of seats on each, applying the principles of the Act as closely as is reasonably practicable, are shown in Section 2 below. The recommended allocation of seats reflects the four proportionality principles so far as reasonably practicable.

## 2. OVERALL PROPORTIONALITY 2024/2025 - NUMBER OF SEATS ON COUNCIL

Group	May 2024
Labour Group	42 (73.68%)
Conservative Group	7 (12.28%)
Green Group	2 (3.51%)
Independent Group	6 (10.53%)

\* There are 57 members on Plymouth City Council. The Local Government and Housing Act 1989, which sets out how seats should be allocated to members on a Council, describes the distribution of seats between the political Groups into which the Council has divided itself. There is no seat entitlement to members who are not in a Group. The definition of what constitutes a group on a Council is covered in The Local Government (Committees and Political Groups) Regulations 1990 and can be found in the following link <https://www.legislation.gov.uk/uk/si/1990/1553/part/III/made>

*A single representative does not constitute a Group which is defined as a number of persons bound together by common interests. As such, a single Member is not entitled to any Committee seats. This is consistent with practice previously employed by the Council in similar circumstances.*

2.1. The application of the legislative principles is set out below:

Local Government Act 1989 – Principles	Is this principle met?
a. that not all the seats on committees are allocated to the same political group	Yes
b. that the majority of the seats on each committee are allocated to a particular political group if the number of persons belonging to that group are a majority of the authority’s membership;	Yes
c. subject to (a) and (b), that the number of seats on committees which are allocated to each group bears the same proportion to the total of all the seats on committees of the council as is borne by the number of members of that group to the membership of the authority;	Yes
d. Subject to (a) to (c) above, that the number of seats on each committee which are allocated to each political group bears the same proportion to the number of all the seats on that committee as is borne by the number of members of that group to the membership of the authority.	As far as reasonably practicable.

	Labour	Conservative	Green	Independent	Total Seats	Allocated Seats
<b>Councillors</b>	<b>42 (73.68%)</b>	<b>7.00 (12.28%)</b>	<b>2.00 (3.51%)</b>	<b>6.00 (10.53%)</b>		
<b>Planning Committee</b>	<b>10</b>	<b>2</b>	<b>0</b>	<b>1</b>	13	13
<b>Taxi Licensing Committee</b>	<b>5</b>	<b>1</b>	<b>0</b>	<b>1</b>	7	7
<b>Licensing Committee</b>	<b>10</b>	<b>2</b>	<b>0</b>	<b>1</b>	13	13
<b>Chief Officer Appointments Panel</b>	<b>5</b>	<b>1</b>	<b>0</b>	<b>1</b>	7	7
<b>Chief Officer Disciplinary Panel</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>1</b>	5	5
<b>Chief Officer Appeals Panel</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>1</b>	5	5
<b>Audit and Governance Committee</b>	<b>4</b>	<b>1</b>	<b>0</b>	<b>1</b>	6	6
<b>Tamar Bridge and Torpoint Ferry JC</b>	<b>4</b>	<b>1</b>	<b>0</b>	<b>0</b>	5	5
<b>Devon and Somerset Fire and Rescue Authority</b>	<b>3</b>	<b>1</b>	<b>0</b>	<b>0</b>	4	4
<b>Scrutiny Management Board</b>	<b>8</b>	<b>2</b>	<b>0</b>	<b>1</b>	11	11
<b>Natural Infrastructure and Growth Scrutiny Panel</b>	<b>8</b>	<b>1</b>	<b>1</b>	<b>1</b>	11	11
<b>Housing and Communities Scrutiny Panel</b>	<b>8</b>	<b>1</b>	<b>1</b>	<b>1</b>	11	11
<b>Children Young People and Families Scrutiny Panel</b>	<b>8</b>	<b>1</b>	<b>1</b>	<b>1</b>	11	11
<b>Health and Wellbeing Scrutiny Panel</b>	<b>8</b>	<b>1</b>	<b>1</b>	<b>1</b>	11	11
<b>Standards Committee</b>	<b>3</b>	<b>1</b>	<b>0</b>	<b>1</b>	5	5
<b>Lord Mayor's Selection and Advisory Committee</b>	<b>4</b>	<b>1</b>	<b>1</b>	<b>1</b>	7	7
<b>Seats allocated</b>	<b>96</b>	<b>17</b>	<b>5</b>	<b>14</b>	132	132

## Regulatory Committees

<b>Planning Committee</b>
Thirteen councillors (proportional)
<b>1. Councillor Bill Stevens (Chair)</b>
<b>2. Councillor Angela Penrose (Vice Chair)</b>
<b>3. Councillor Sarah Allen</b>
<b>4. Councillor Jeremy Goslin</b>
<b>5. Councillor Josh McCarty</b>
<b>6. Councillor Paul McNamara</b>
<b>7. Councillor Carol Ney</b>
<b>8. Councillor Zoe Reilly</b>
<b>9. Councillor Matt Smith</b>
<b>10. Councillor Kevin Sproston</b>
<b>11. Councillor Ian Darcy</b>
<b>12. Councillor Kathy Watkin</b>
<b>13. Councillor Maddi Bridgeman</b>
Substitutes
Any councillor may act as a substitute member provided that they have undergone the Council's prescribed planning training.



**Taxi Licensing Committee**

Seven councillors (proportional)

- 1. Councillor Dylan Tippetts (Chair)**
- 2. Councillor Keith Moore (Vice Chair)**
- 3. Councillor Lindsay Gilmour**
- 4. Councillor Ray Morton**
- 5. Councillor Carol Ney**
- 6. Councillor Andy Lugg**
- 7. Councillor Sally Nicholson**

## Substitutes

Any councillor may act as a substitute member provided that they have undergone the Council's prescribed training

<b>Licensing Committee</b>
Thirteen councillors (proportional)
<b>1. Councillor Neil Hendy (Chair)</b>
<b>2. Councillor John Stephens (Vice Chair)</b>
<b>3. Councillor Sarah Allen</b>
<b>4. Councillor Jon Dingle</b>
<b>5. Councillor Charlotte Holloway</b>
<b>6. Councillor Stefan Krizanac</b>
<b>7. Councillor Maria Lawson</b>
<b>8. Councillor Alison Simpson</b>
<b>9. Councillor Matt Smith</b>
<b>10. Councillor Dylan Tippetts</b>
<b>11. Councillor Chip Tofan</b>
<b>12. Councillor Kathy Watkin</b>
<b>13. Councillor Steve Ricketts</b>
Any councillor may act as a substitute member provided that they have undergone the Council's prescribed planning training

**Audit and Governance Committee**

Six councillors (proportional)

**1. Councillor Sarah Allen (Chair)****2. Councillor Chris Cuddihee****3. Councillor Alison Raynsford****4. Councillor Bill Stevens****5. Councillor Lee Finn (Vice Chair)****6. Councillor Patrick Nicholson**

Any councillor may act as a substitute member if they have undergone the Council's prescribed training

## Scrutiny Management Board and Panels

<b>Scrutiny Management Board</b>
Eleven councillors (proportional) <b>(Largest Group Chair)</b>
<b>1. Councillor John Stephens (Chair)</b>
<b>2. Councillor Pauline Murphy</b>
<b>3. Councillor Zoe Reilly</b>
<b>4. Councillor Carol Ney</b>
<b>5. Councillor Charlotte Holloway</b>
<b>6. Councillor Jon Dingle</b>
<b>7. Councillor Tess Blight</b>
<b>8. Councillor Lewis Allison</b>
<b>9. Councillor Lee Finn</b>
<b>10. Councillor Ian Darcy (Vice Chair)</b>
<b>11. Councillor Steve Ricketts</b>
With the exception of Cabinet Members, any councillor may act as a substitute member

**Housing and Community Services Scrutiny Panel**

Eleven councillors (proportional)  
**(Largest Opposition Group Chair)**

**1. Councillor Tess Blight (Vice Chair)**

**2. Councillor Lewis Allison**

**3. Councillor Chris Cuddihee**

**4. Councillor Jon Dingle**

**5. Councillor Anne Freeman**

**6. Councillor Jeremy Goslin**

**7. Councillor Neil Hendy**

**8. Councillor Bill Stevens**

**9. Councillor Lee Finn (Chair)**

**10. Councillor Ian Poyser**

**11. Councillor Patrick Nicholson**

With the exception of Cabinet Members, any councillor may act as a substitute member

<b>Children, Young People and Families Scrutiny Panel</b>
Eleven councillors (proportional) <b>(Largest Group Chair)</b>
<b>1. Councillor Zoe Reilly (Chair)</b>
<b>2. Councillor Lindsay Gilmour</b>
<b>3. Councillor Stefan Krizanac</b>
<b>4. Councillor Paul McNamara</b>
<b>5. Councillor Alison Simpson</b>
<b>6. Councillor Daniel Steel</b>
<b>7. Councillor John Stephens</b>
<b>8. Councillor Dylan Tippetts</b>
<b>9. Councillor Rebecca Smith (Vice Chair)</b>
<b>10. Councillor Lauren McLay</b>
<b>11. Councillor Mrs Terri Beer</b>
With the exception of Cabinet Members, any councillor may act as a substitute member

<b>Health and Wellbeing Scrutiny Panel</b>
Eleven councillors (proportional) <b>(Largest Group Chair)</b>
<b>1. Councillor Pauline Murphy (Chair)</b>
<b>2. Councillor Maria Lawson</b>
<b>3. Councillor Ray Morton</b>
<b>4. Councillor Carol Ney</b>
<b>5. Councillor Will Noble</b>
<b>6. Councillor Zoe Reilly</b>
<b>7. Councillor Kate Taylor</b>
<b>8. Councillor Angela Penrose</b>
<b>9. Councillor Kathy Watkin (Vice Chair)</b>
<b>10. Councillor Lauren McLay</b>
<b>11. Councillor Sally Nicholson</b>
With the exception of Cabinet Members, any councillor may act as a substitute member

<b>Natural Infrastructure and Growth Scrutiny Panel</b>
Eleven councillors (proportional) <b>(Largest Opposition Group Chair)</b>
<b>1. Councillor Charlotte Holloway (Vice Chair)</b>
<b>2. Councillor Sarah Allen</b>
<b>3. Councillor Jaime Bannerman</b>
<b>4. Councillor Josh McCarty</b>
<b>5. Councillor Keith Moore</b>
<b>6. Councillor Alison Raysford</b>
<b>7. Councillor Matt Smith</b>
<b>8. Councillor Kevin Sproston</b>
<b>9. Councillor Ian Darcy (Chair)</b>
<b>10. Councillor Lauren McLay</b>
<b>11. Councillor Steve Ricketts</b>
With the exception of Cabinet Members, any councillor may act as a substitute member



## Chief Officer Panels

<b>Chief Officer Appointments Panel</b>
Seven councillors (proportional)
<b>1. Councillor Tudor Evans OBE (Chair)</b>
<b>2. Councillor Tess Blight</b>
<b>3. Councillor Mary Aspinall</b>
<b>4. Councillor Jemima Laing</b>
<b>5. Councillor John Stephens</b>
<b>6. Councillor Andy Lugger</b>
<b>7. Councillor Mrs Terri Beer</b>
Cabinet Members must not be in the majority on the panel
Any councillor may act as a substitute member provided that they have undergone the Council's prescribed personnel training
<b>Chief Officer Disciplinary Panel</b>
Five councillors (proportional)
<b>1. Councillor Tess Blight (Chair)</b>
<b>2. Councillor Sally Haydon</b>
<b>3. Councillor Mark Lowry</b>
<b>4. Councillor John Stephens</b>
<b>5. Councillor Maddi Bridgeman</b>
Any councillor may act as a substitute member provided that they have undergone the Council's prescribed personnel training.
<b>Chief Officer Appeals Panel</b>
Five councillors (proportional)
<b>1. Councillor Sarah Allen (Chair)</b>
<b>2. Councillor Sue Dann</b>
<b>3. Councillor Chris Penberthy</b>
<b>4. Councillor Bill Stevens</b>
<b>5. Councillor Andrea Loveridge</b>
Any councillor may act as a substitute member provided that they have undergone the Council's prescribed personnel training.

## Joint Committees / Authorities

<b>Tamar Bridge and Torpoint Ferry Joint Committee</b>
Five councillors (proportional)
<b>1. Councillor Jon Dingle (Co-Chair)</b>
<b>2. Councillor Anne Freeman</b>
<b>3. Councillor Neil Hendy</b>
<b>4. Councillor Mark Coker</b>
<b>5. Councillor Chris Wood</b>

<b>Devon and Somerset Fire and Rescue Authority</b>
Four councillors (proportional)
<b>1. Councillor Lindsay Gilmour</b>
<b>2. Councillor Neil Hendy</b>
<b>3. Councillor Kevin Sproston</b>
<b>4. Councillor Andy Lugger</b>

## Other Committees

### Lord Mayor Selection and Advisory Committee

Seven councillors (proportional)

1. **Councillor Sue Dann (Chair)**
2. **Councillor Mary Aspinall**
3. **Councillor Pauline Murphy**
4. **Councillor Chris Penberthy**
5. **Councillor Andy Lugger**
6. **Councillor Terri Beer**
7. **Councillor Ian Poyser**

### Standards Committee

Five councillors (proportional)

1. **Councillor Neil Hendy (Chair)**
2. **Councillor Alison Raynsford**
3. **Councillor Kevin Sproston**
4. **Councillor Maddi Bridgeman**
5. **Councillor Andy Lugger**

### Health and Wellbeing Board

Four councillors (not proportional)

1. **Councillor Mary Aspinall (Chair)**
2. **Councillor Jemima Laing**
3. **Councillor Kathy Watkin**
4. **Councillor Patrick Nicholson**

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# City Council



Date of meeting:	17 May 2024
Title of Report:	<b>Appointments to outside bodies 2024-25</b>
Lead Strategic Director:	Tracey Lee (Chief Executive)
Author:	Ross.jago (Head of Governance, Performance and Risk)
Contact Email:	Ross.jago@Plymouth.gov.uk
Your Reference:	AGM2024.OB
Key Decision:	No
Confidentiality:	Part I - Official

## **Purpose of Report**

The purpose of this report is to propose nominations of councillors to outside bodies for the 2024-25 municipal year.

## **Recommendations and Reasons**

That Council approve the nominations to outside bodies as set in the appendix.

Reason: For clarity on membership of outside bodies of relevance to the Council.

## **Alternative options considered and rejected**

None – appointments to outside bodies is an annual action undertaken at the AGM and subsequently updated where relevant at future meetings of Council.

## **Relevance to the Corporate Plan and/or the Plymouth Plan**

Clarity on appointments to outside bodies helps to facilitate key projects and activities relevant to the Corporate and Plymouth Plans.

## **Implications for the Medium-Term Financial Plan and Resource Implications:**

No implications arising directly from the recommendations in this report.

## **Carbon Footprint (Environmental) Implications:**

Clarity on appointments to outside bodies helps to facilitate key projects and activities relevant to carbon reduction (environmental).

**Other Implications: e.g. Health and Safety, Risk Management, Child Poverty:**

\* When considering these proposals members have a responsibility to ensure they give due regard to the Council’s duty to promote equality of opportunity, eliminate unlawful discrimination and promote good relations between people who share protected characteristics under the Equalities Act and those who do not.

**Appendices**

\*Add rows as required to box below

Ref.	Title of Appendix	Exemption Paragraph Number (if applicable) <i>If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part 1 of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.</i>						
		1	2	3	4	5	6	7
A	Appointments to outside bodies 2024-25							

**Background papers:**

\*Add rows as required to box below

Please list all unpublished, background papers relevant to the decision in the table below. Background papers are unpublished works, relied on to a material extent in preparing the report, which disclose facts or matters on which the report or an important part of the work is based.

Title of any background paper(s)	Exemption Paragraph Number (if applicable) <i>If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part 1 of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.</i>						
	1	2	3	4	5	6	7

**Sign off:**

Fin	DJN.24 .25.012	Leg	LS/0 0003 390/ 3/LB/ 16/0 5/24	Mon Off	LS/0 0003 390/ 3/LB/ 16/0 5/24	HR		Asset s		Strat Proc	
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Originating Senior Leadership Team member: Tracey Lee (Chief Executive)

Please confirm the Strategic Director(s) has agreed the report? Yes

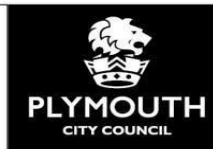
Date agreed: 16/05/2024



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## APPOINTMENTS TO OUTSIDE BODIES 2024/25



\*Continuing membership until such time as the Councillor/Representative resigns or is replaced by Council

NB: If noted that a representative (a Rep) is required, this does not have to be a Councillor. Council may appoint a non-councillor as its representative on these outside bodies.

Organisation	No. of Cllrs/ reps	Term of Office	of Appointments 2023/24	Nominations / Appointments 2024/25
Academy - All Saints Academy Plymouth – Governor	1 Rep	*	Cllr Stephen Hulme	Cllr Ray Morton
Academy Marine Academy Plymouth – Governor	1 Rep	*	Cllr Jon Dingle	Cllr Jon Dingle
Access Plymouth	2 Cllrs	Fixed terms of office for four years (to be reviewed annually)	Cllr Mark Coker Cllr Mary Aspinall	Cllr Mark Coker Cllr Mary Aspinall
Ballard Youth Activity Trust	5 Reps (Amended from seven to five by the Trust)	Fixed terms of office for three years (to be reviewed annually)	Cllr Charlotte Carlyle Cllr Jon Dingle Cllr Lindsay Gilmour Cllr Pat Patel Cllr Dylan Tippetts Cllr Mary Aspinall Vacancy	Seb Soper Virginia Pike Chris Mavin Vacancy Vacancy
Dartmoor National Park Authority	2 Cllrs and 2 Substitutes	*	Cllr Tom Briars-Delve Cllr Lindsay Gilmour	Cllr Tom Briars-Delve Cllr Lindsay Gilmour Cllr Carol Ney (sub) Cllr Daniel Steel (sub)
Devon and Severn Inshore Fisheries and Conservation Authority	1 Cllr	*	Cllr Tom Briars-Delve	Cllr Josh McCarty
Devon Investment and Pension Fund	1 Cllr & 1 named substitute	*	Cllr Mark Lowry Cllr Tudor Evans OBE	Cllr Mark Lowry Cllr Sarah Allen (Sub)

Devonport Community Leisure LTD	1 Cllr	*	Cllr Dr Charlotte Cree	Cllr Mark Coker
Devonport Local Liaison Committee	3 Cllrs	*	Cllr Sally Haydon Cllr Tina Tuohy Cllr Bill Stevens	Cllr Sally Haydon Cllr Kate Taylor Cllr Bill Stevens
East End Development Trust	2 Cllrs	*	Cllr Eddie Rennie Cllr Sue Dann	Cllr Chris Cuddihee Cllr Sue Dann
Elize Hele and John Lanyon Education Foundations	3 Reps	Fixed term of office for three years (reviewed annually)	Cllr Tess Blight Cllr Sarah Allen Cllr John Stephens	Cllr Tess Blight Cllr Sarah Allen Cllr John Stephens
Erle Trust Fund	2 Cllrs	*	Cllr Terri Beer Cllr Andrea Loveridge	Cllr Terri Beer Cllr Andrea Loveridge
<b><i>Cllrs to be from the Plympton Erle Ward</i></b>				
Estover / Leigham / Mainstone Management Committee	1 Cllr	Annual Appointment	Cllr Will Noble	Cllr Will Noble
Four Green Community Trust CIC Board	2 Cllrs	*	Cllr Zoe Reilly Cllr Kevin Sproston	Cllr Zoe Reilly Cllr Alison Simpson
<b><i>Above Cllrs must not sit on the Millfields or Wolsley CEDTs</i></b>				
Incinerator Liaison Committee	2 Cllrs	*	Cllr Tom Briars-Delve Cllr Sally Haydon	Cllr Josh McCarty Cllr Anne Freeman
<b><i>Cllrs from St Budeaux, Ham or Devonport Wards</i></b>				
Local Government Association: General Assembly	1 Cllr	*	Cllr Tudor Evans OBE	Cllr Tudor Evans OBE
<b><i>The Leader (Exercises 5 votes on behalf of the Council)</i></b>				
Market Forum	3 Cllrs	*	Cllr Mark Lowry Cllr Chris Penberthy Cllr Ian Tuffin	Cllr Mark Lowry Cllr Chris Penberthy Cllr Lewis Allison
Millfields CEDT	2 Cllrs	*	Cllr Ian Tuffin Cllr Chris Penberthy	Cllr Alison Raynsford Cllr Chris Penberthy
<b><i>One Cllr to be from the St Peter and the Waterfront ward. Above Cllrs (for Millfields CEDT) must not sit on the Four Greens or Wolsley CEDTs.</i></b>				

Mount Batten Sailing and Water Sports Centre – Board of Directors	2 Cllrs	Fixed terms of office for 3 years (reviewed annually)	Cllr Tudor Evans OBE Cllr Sue Dann	Cllr Tudor Evans OBE Cllr Sue Dann
Municipal Charities of Plymouth	3 Reps	Fixed term of office for three years (reviewed annually)		Virginia Pike Cllr Alison Simpson Cllr Jemima Laing
North Yard Community Trust	4 Cllrs	Annual Appointment	Cllr Mark Coker Cllr Jon Dingle Cllr Sally Haydon Cllr Tina Tuohy	Cllr Kate Taylor Cllr Jon Dingle Cllr Josh McCarty Cllr Anne Freeman
<b><i>Two Cllrs from the St Budeaux ward, one from the Ham ward and one from the Devonport Ward.</i></b>				
Olford Bequest	2 Reps	Fixed terms of office for five years (reviewed annually)	Cllr Dr John Mahony Cllr Mary Aspinall	Cllr Mary Aspinall Cllr Andy Luggar
Pembroke Street Estate Management Board	1 Cllr	Annual Appointment	Cllr Bill Stevens	Cllr Bill Stevens
<b><i>Devonport ward Cllr</i></b>				
Plymouth and Devon Racial Equality Council	1 Cllr	*	Cllr Chris Penberthy	Cllr Angela Penrose
Plymouth Area Disability Action Network	2 Cllrs – One from the majority group and one from the largest minority group	*	Cllr James Stoneman Cllr Mary Aspinall	Cllr Alison Raynsford
Plymouth Centre for Faiths and Cultural Diversity – Board of Trustees	1 Cllr	Annual Appointment	Cllr Sue Dann	Cllr Tess Blight
Plymouth Citizens' Advice Bureau Trustee Board	2 Reps	*	Cllr Charlotte Holloway Cllr Eddie Rennie	Cllr Angela Penrose Cllr Anne Freeman

Plymouth Community Homes – Board of Directors	2 Cllrs	3 years (Reviewed Annually)	Cllr Zoe Reilly Cllr Sally Haydon	Cllr Zoe Reilly Cllr Sally Haydon
Plymouth Drake Foundation – The Community Charity	2 Cllrs	*	Cllr Pat Patel Cllr Angela Penrose	Cllr Angela Penrose Cllr Kathy Watkin
Plymouth Energy Community Limited	1 Cllr	*	Cllr Tom Briars-Delve	Cllr Tom Briars-Delve
Plymouth Senior Citizens' Forum	2 Cllrs	*	Cllr Mary Aspinall Cllr John Stephens	Cllr Mary Aspinall Cllr John Stephens
Plymstock United Charity	2 Reps	Fixed terms of office for 4 years (reviewed annually)	Cllr David Salmon Cllr John Stephens	Cllr Daniel Steel Cllr Maria Lawson
Plymouth Waterfront Partnership Advisory Panel	4 Cllrs	*	Cllr Sue Dann Cllr Chris Penberthy Cllr Alison Raynsford Cllr Ian Tuffin	Cllr Lewis Allison Cllr Chris Cuddihee Cllr Alison Raynsford Cllr Daniel Steele
<b>Four ward Cllrs from across St Peter and the Waterfront, Sutton and Mount Gould, and Plymstock Radford wards.</b>				
Relate Plymouth	1 Rep	Fixed terms of office for 4 years (reviewed annually)	Cllr Sally Cresswell	Cllr Sally Cresswell
SACRE Standing Advisory Council for Religious Education	6 Reps	*	Cllr Tess Blight Cllr Sally Cresswell Cllr Sue Dann Cllr Dr John Mahoney Cllr Chip Tofan Cllr Tina Tuohy	Cllr Tess Blight Cllr Sally Cresswell Cllr Sue Dann Cllr Tina Tuohy Cllr Chip Tofan Cllr Kathy Watkin
South West Councils	1 Cllr	*	Cllr Tudor Evans OBE	Cllr Jemima Laing
Southwest Employers' Panel	1 Cllr	*	Cllr Sue Dann	Cllr Sue Dann
Southwest Ports Welfare Committee	1 Rep	*	Cllr Mark Coker	Cllr Josh McCarty

Southwest Regional Flood and Coastal Committee	1 Cllr & 1 Deputy (Cllr)	Fixed term of office for 4 years (reviewed annually)	Cllr Tom Briars-Delve Cllr Mark Coker	Cllr Tom Briars-Delve Cllr Ray Morton (Deputy)
Tamar Estuaries Consultative Forum	2 Cllrs	*	Cllr Tom Briars-Delve Cllr Sue Dann	Cllr Tom Briars-Delve Cllr Sue Dann
Tamerton Foliot United Charities	1 Cllr <i>Southway Ward Cllr</i>	Fixed Term of office for 4 years (reviewed annually)	Cllr Mark Lowry	Cllr Mark Lowry
Wessex Reserve Force and Cadet Association	1 Cllr	Annual Appointment	Cllr Pauline Murphy	Cllr Pauline Murphy
Wolseley CEDT	2 Cllrs	*	Cllr Sarah Allen	Cllr Sarah Allen Cllr Jaime Bannerman (Sub)

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