



Forest of Dean District Council, High Street, Coleford, GL16 8HG
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17 May 2023

Contact: Julie Jones
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Dear Councillor,

You are hereby summoned to attend the **Annual Meeting of the Forest of Dean District Council** to be held in the Council Offices, Coleford on **Thursday, 25 May 2023** at **7.00 pm**.

Yours sincerely,

Head of Paid Service

To: Councillors s James Bevan, Adrian Birch, Matt Bishop, Alison Bruce, Philip Burford, Richard Burton, Clayton Williams, Jackie Dale, Clive Elsmore, Jamie Elsmore, Nick Evans, John Francis, Jackie Fraser, Julia Gooch, Tim Gwilliam, Julie Hudson, Harry Ives, Gillian Kilmurray, Johnathan Lane, Beth Llewellyn, Di Martin, Andrew McDermid, Chris McFarling, Andy Moore, Gill Moseley, Bernie O'Neill, Patrick Kyne, Sid Phelps, Simon Phelps, Alan Preest, Trevor Roach, Jacob Sanders, Shaun Stammers, Mark Topping, Dave Tradgett, Mark Turner, David Wheeler and Ian Whitburn

Thursday, 25 May 2023
Full Council

AGENDA

1. CHAIR OF THE COUNCIL

To elect the Chair of the Council for the 2023-2024 civic year.

Following the election, the Chair will make the Declaration of Acceptance of Office and address the Council.

2. VICE CHAIR OF THE COUNCIL

To appoint the Vice Chair of the Council for the 2023-2024 civic year.

Following the election, the Vice Chair will make the Declaration of Acceptance of Office and address the Council.

3. APOLOGIES

To receive apologies for absence.

4. DECLARATIONS OF INTEREST

To receive any declarations of interest in any matter to be discussed at the meeting. Members and officers are requested to identify the nature of the interest.

5. MINUTES (Pages 1 - 14)

To confirm the minutes of the meeting held on 20 April 2023.

6. CHAIR'S ANNOUNCEMENTS

6.1 New Councillors

Following the District Council Elections on 4 May 2023, the Chair to welcome 16 new members of the Council and to welcome back re-elected members.

6.2 Armed Forces Day 2023

The Chair to announce that Armed Forces Day will be on 24 June 2023. The Council will once again be flying the Armed Services Day flag.

Thursday, 25 May 2023
Full Council

7. LEADER OF THE COUNCIL

To elect the Leader of the Council.

Note: this appointment is for the four year term of the Council until 2027.

The Leader will represent the Council on the following bodies:

Gloucestershire Economic Growth Joint Committee
Leadership Gloucestershire
Local Government Association General Assembly
South West Councils
South West Councils Employers' Panel

8. RETURNING OFFICER'S REPORT (Pages 15 - 16)

To receive report LD.710 from the Returning Officer, relating to the District Council Elections held on 4 May 2023.

9. POLITICAL COMPOSITION OF THE COUNCIL AND FORMATION OF POLITICAL GROUPS (Pages 17 - 20)

The Head of Paid Service to present report LD.711 setting out the notifications received under Regulation 8 of the Local Government (Committees and Political Groups) Regulations 1990.

10. COUNCILLOR APPOINTMENTS

10.1 Allocation of seats to political groups and appointments to committees and other council bodies (Pages 21 - 32)

To consider report LD.712 and allocate committee seats to political groups and determine appointments to committees and other council bodies.

Please note that the council may be asked under this item to approve alternative arrangements to strict political proportionality for appointments to committees in accordance with Regulation 20 of the Local Government (Committee and Political Groups) Regulations 1990.

The Head of Paid Service to convene the first meeting of each committee to elect its Chair and Vice Chair.

10.2 Appointments to community organisations, partnerships and local authority bodies (Pages 33 - 38)

To consider report LD.713 to determine appointments to community organisations, partnerships and local authority bodies.

Thursday, 25 May 2023
Full Council

11. FUTURE MEETINGS

All meetings commence at 7.00pm

Thursday 20 July 2023

Thursday 19 October 2023

Thursday 14 December 2023

Thursday, 20 April 2023

FOREST OF DEAN DISTRICT COUNCIL

FULL COUNCIL

Minutes of a meeting of the Full Council held in the Council Offices, Coleford on Thursday, 20 April 2023 at 7.00 pm.

Present

Chairman Councillor Julia Gooch

Vice Chairman Councillor Clive Elsmore

Councillors James Bevan, Richard Boyles, Philip Burford, Maria Edwards, Jamie Elsmore, Nick Evans, Thom Forester, Jackie Fraser, Andrew Gardiner, Paul Hiatt, Harry Ives, Richard Leppington, Brian Lewis, Di Martin, Chris McFarling, Helen Molyneux, Andy Moore, Gill Moseley, Bernie O'Neill, Nicky Packer, Sid Phelps, Simon Phelps, Brian Robinson, Shaun Stammers, Mark Topping, Mark Turner, Claire Vaughan, David Wheeler, Ian Whitburn and Roger Yeates

Officers

Andrew Grant	Head of Paid Service
Julie Jones	Democratic Services Manager
Alexander Kirk	Lawyer
Andrew Knott,	Chief Finance (s151) Officer
Clive Reynolds MRTPI,	Development Manager
Sue Robus,	Democratic Services
Sian Roxborough,	Monitoring Officer
David Rees	IRP Chairman

1 Apologies

Apologies were received from Councillors Tim Gwilliam, Vilnis Vesma, Carole Allaway Martin, Lynn Sterry, Brian Jones and Alan Preest.

2 Minutes

The non-exempt minutes of the Full Council meeting held on Thursday 2 February and Thursday 16 February 2023 were signed as an accurate record.

Members were reminded that the meeting on Thursday 2 February was an extraordinary meeting.

Councillor Claire Vaughan proposed both sets of minutes
Councillor Di Martin seconded both sets of minutes

Agreed by assent.

Councillors Maria Edwards, Andy Moore, Bernie O'Neill and Philip Burford would not be voting on both sets of minutes because they were not present at one of the meetings, either on Thursday 2 February or Thursday 16 February 2023.

3 Urgent Business

There was no urgent business.

4 Declarations of Interest

Councillor Maria Edwards declared a pecuniary interest in item 9 due to being acquainted with the applicant and having a previous trading relationship with a family member of the applicant. Councillor Edwards would leave the Council Chambers for Item 9.

5 Chairman's Announcements

Welcome

The Chair extended a warm welcome to Andrew Grant who has taken the position as interim Head of Paid Services.

One Minute Silence

The Chair sent sincere condolences to the families and friends of both Fred Passant and Dick Brice.

It was during Fred's time as a member of Newent Millennium Trust that he was instrumental in securing the lottery funding for the purchase and refurbishment of a property for the Youth Club and Community Café known as the 'Chill Out'.

Forest Musician and Poet Dick Brice was renowned for writing and performing his music and verse, his song 'A land between two rivers' is fondly referred to as the Anthem of the Forest.

The Chair invited members of the public, officers and Council to join her in a one minute silence.

A Thank You

Across our district there are many residents who volunteer to help clean up our countryside, just recently it came to my attention that the children from Huntley Primary School supported by our Street Wardens took part in the Keep Britain Tidy GREAT BIG SCHOOL clean campaign, efforts like this really do make a difference. A litter free district helps to build a sense of pride.

The Chair would like to place on record the Council's thanks to the children as well as to all other volunteers who have helped to make a difference to where we live.

Long Service

Celebrating long service has been a tradition here and the Chair would like to recognise and thank councillor's Paul Hiatt, Andrew Gardiner, Di Martin, and Lynn Sterry who between them have clocked up over one hundred years of public service.

5.1 Retiring Councillors

As this council term ends, the Chair would like to thank retiring Councillors for their service to the Council and the community, wishing them well.

Retiring councillors:

Nicky Packer
Brian Robinson,
Vilnis Vesma
Roger Yeates
Richard Boyles
Brian Jones
Brian Lewis
Richard Leppington
Helen Molyneux

6 Public question time

There were no public questions

7 Member questions

7.1 Councillor Nick Evans

To ask the Cabinet Member for Finance whether work is underway in the Council to examine whether it is possible to align the Council's investment strategy with the corporate objectives around reducing the Council's carbon footprint and tackling the climate emergency.

Response from Cllr Richard Leppington, Cabinet Member for Finance and Waste

Thank you for your question.

Work is always happening to review the Council's investments to ensure that they are in line with the investment strategy agreed at Council in February 2023. This currently looks to provide the highest return on investments at the lowest risk around the loss of the capital value. In terms of tackling the climate emergency and reducing the Council's carbon footprint, the council's investment consultants produce an ESG (Environmental, Social and Governance) Report on the investments that we have. This shows what each investment that we have is doing in these areas. This is produced annually and reviewed by the Chief Finance (S151) Officer and discussed with the Cabinet member for Finance.

Supplementary Question

Could the Cabinet Member clarify, where decisions are made which may lose or cost the Council money, which takes precedence the investment strategy or the objectives regarding the carbon footprint?

Response from Cllr Richard Leppington, Cabinet Member for Finance and Waste

The Cabinet Members priority is to do what is financially best for the residents of the District.

Point of Order

Councillor Thom Forester sought confirmation as to why a question that he submitted 1 week and 2 days previous was blocked from being added to the agenda? The question was received out of the required time frame. The Monitoring Officer would clarify the details with Councillor Forester outside of the meeting.

8 Councillor Allowances Independent Remuneration Panel Report

David Rees, Chairman of the Independent Remuneration Panel (IRP) presented report LD.708 to outline the findings and recommendations of the Council's Independent Remuneration Panel regarding Members' Allowances.

Councillor Paul Hiett proposed to move the recommendations.
Councillor Bernie O'Neill seconded

Member Questions

How much will this cost Council including any back pay and uplift of allowances, and how much would each individual member receive?

The approximate estimate for back pay and the uplift is £40,000 which has been bought forward and is included in the budget. The amounts per person would be based on the roles and allowances based on those roles as indicated in the report.

Has the dependent carers allowance also be increased, and if not could this be looked at next time?

No it has not been increased, and it is something we will look at.

Would the back pay be awarded to those retiring members?

Yes.

Debate

Members thanked the IRP for all their hard work.

There was discussion around the insensitivity of an allowance increase of 8.6%, especially during a cost of living crisis. It was commented that this was an allowance that members did not need to take but, if they did take it, they had the option of donating the allowance to a charity of their choice.

It was stated that Councillors work very hard and spend hours dedicated to their work, and some Councillors have a very limited income. It takes all types of people to provide a balanced and inclusive Council. Without an allowance some people would not be able to stand for Council or if elected, serve the public as they would like to.

It was questioned why Councillor's needed to vote on their own allowances and it was noted that it is not an easy task.

Members sought clarification on the salary increase for staff for 21/22, and 22/23.

The pay increase for 22/23 is yet to be decided however, 21/22 was a set financial figure for each grade which is where the 5 per cent came from as a direct percentage across all the grades. The previous year was 2-3 per cent. The IRP is recommending an increase for Councillors that is of a similar percentage.

Members commented on recommendation 7 suggesting that personal electronic devices for Councillors were long overdue and it would help Councillors move to

paperless, but there should be the option available for Councillors to have paper copies. It was pointed out that there had not been enough work done to consider the embodied carbon that the proposed electronic devices would provide, so a carbon case, not just a business case should be produced.

Councillor Brian Robinson proposed that the recommendations be taken on block.

Councillor Philip Burford seconded the proposal.

Voting was as follows:

For (23) Councillors Julia Gooch, Jackie Fraser, Maria Edwards, Philip Burford, Simon Phelps, James Bevan, Helen Molynuex, Mark Turner, Ian Whitburn, Thom Forester, Andrew Gardiner, Richard Boyles, Roger Yeates, Brian Robinson, Gill Moseley, Shaun Stammers, Di Martin, Jamie Elsmore, Bernie O'Neill, Claire Vaughan, Richard Leppington, Paul Hiatt and Clive Elsmore.

Abstain (0)

Against (9) Councillors Chris McFarling, Sid Phelps, Mark Topping, Andy Moore, David Wheeler, Nicky Packer, Brian Lewis, Nick Evans and Harry Ives.

Total (31)

Resolved, that Council:

- 1. Increased the Basic Allowance from £5,100 to £5,540 per annum payable from 1 April 2023; and backdated to 2021/22 and 2022/23 financial years.*
- 2. Agrees that the Basic Allowance should increase annually from 1 April at the same rate as the percentage cost of living uplift in the national pay settlement for local government employees for that year.*
- 3. Agrees the Special Responsibility Allowances as detailed in Annex A.*
- 4. Approves the Councillor Allowances Scheme for 2023-27 including the Travelling & Subsistence scheme as attached at Annexes B.*
- 5. Thanked the Independent Remuneration Panel for their work and note that the Independent Remuneration Panel will hold a mid-term review.*
- 6. Confirmed the appointments of David Rees and Susan Rushton for a further four years until 2027.*
- 7. Requested that officers produce a business case for issuing electronic devices to members*

Voting was as follows;

For (22) Councillors Julia Gooch, David Wheeler, Jackie Fraser, Maria Edwards, Philip Burford, Simon Phelps, James Bevan, Helen Molynuex, Ian Whitburn, Andrew Gardiner, Richard Boyles, Roger Yeates, Brian Robinson, Gill Moseley, Shaun

Stammers, Di Martin, Jamie Elsmore, Bernie O'Neill, Claire Vaughan, Richard Leppington, Paul Hiatt and Clive Elsmore.

Abstain (2) Councillors Chris McFarling and Nicky Packer

Against (8) Councillors Sid Phelps, Mark Topping, Andy Moore, Mark Turner, Thom Forester, Brian Lewis, Nick Evans and Harry Ives

Total (32)

9 Planning Application- P1536/22/FUL Land at Severn Valley Touring, Awre

Councillor Maria Edwards left the Council Chambers at 20.12pm

Councillor Sid Phelps stated that he questioned whether he was qualified to determine this planning application due to the lack of planning training.

The Head of Paid Services clarified that all Councillors would be entitled to have a view on the information presented within the application, as a member of the Full Council, not as part of the Development Management Committee.

The constitution (7.8.11) determines that 'Any decisions made by the Development Management Committee that are contrary to approved policy and officer recommendations must be referred to Full Council for ratification (or overturning) prior to the issuing of a decision notice.'

Councillor Philip Burford, Chairman of the Development Management Committee presented report PH.508, Planning Application - P1536/22/FUL Land at Severn Valley Touring, Awre.

At March's Development Management Committee meeting members considered application P1536/22/FUL. Members of the Development Management Committee wish to grant permission for the development contrary to Local Plan policies and the officer recommendation presented to them. As such, and in accordance with the requirements of the Scheme of Delegation, the matter is brought before Council to ascertain whether the justification advanced by the Development Management Committee for setting aside policy is valid and planning permission granted or whether the Officer recommendation should stand and planning permission be refused.

The task for members was to decide whether the reasons presented by the Development Management Committee which considered setting the Councils policy aside were of sufficient weight that justify putting policy aside and, were sufficiently self-contained so that if used to set policy aside, could not be used as a ready precedent in the future.

Making planning decisions are based on a balance. The balance before Council is to determine the application in accordance with the development plan, unless material considerations indicate otherwise.

The Development Manager, provided an overview of the application to members.

Public Speakers:

The applicant, Joanne Greening spoke in support of the application.

Ward Members Councillors Richard Boyles and Nicky Packer.

Member Questions

Could member have clarification on the number of hard standing units?

There are 16.

Could members have some guidance on what a flexible approach to live/work units means in practice?

The Council do not have a specific policy on live/work units so we would refer back to the core policies which provide guidance on where dwellings should be erected. In general terms the policy states dwellings should be erected within the settlement boundary. Live work units inside the settlement boundary would comply with policy, but if the dwelling is outside of the settlement boundary, there would need to be a proven need for the business to have a dwelling with it.

How far does the applicant presently live from this site, and how far would the proposed office block will be from where the caravans will be sited?

The applicants live approximately a 3 minute drive away from the proposed site. The office block is on the same piece of land as the caravans.

Should there be concern at the possibility of a change of use application in the future?

The application is for a large dwelling house with office and shop space integrated within it. What concerns officers is that the dwelling is a 3 double bedroom two story house which is the element which conflicts with policy as new houses should be built within settlement boundaries.

Debate

It was questioned why local businesses had to jump through so many expensive planning hoops to get permission to do what they believe is best for their business.

This is a local family run business and the Council should support initiative such as this.

Tourism is essential for the economy and there is a need of tourism within the district. This site will provide revenue for the business and revenue for other attractions within the Forest of Dean district.

Guests like to see a permanent presence on site as it shows someone is taking responsibility, it evokes a feeling of safety and having provisions on site would enhance facilities for locals and minimise the environmental impact.

Members mentioned that there had been no objections from the conservation officer, the site is now open 12 months a year and the visual appearance of the building has changed and there are other significant differences between applications. The work life balance which has been proved due to further detail within the officer's report.

Some members raised concern as to whether there was a need for a permanent presence on site due to the applicant living so close and the proposed house being outside of the settlement boundary, therefore contrary to policy. If it was just the ancillary shop and office, Full Council may not have had to consider this application.

Councillor Philip Burford proposed that permission be granted to application PI536/22/FUL subject to the conditions outlined in annex C.

Councillor Brian Robinson seconded the proposal.

Voting was as follows:

For (29) Councillors Julia Gooch, Chris McFarling, Sid Phelps, Mark Topping, Andy Moore, David Wheeler, Nicky Packer, Jackie Fraser, Philip Burford, Simon Phelps, Helen Molynueux, James Bevan, Mark Turner, Ian Whitburn, Thom Forester, Andrew Gardiner, Brian Lewis, Nick Evans, Harry Ives, Richard Boyles, Roger Yeates, Brian Robinson, Gill Moseley, Shaun Stammers, Di Martin, Jamie Elsmore, Bernie O'Neill, Claire Vaughan, and Clive Elsmore.

Abstain (2) Councillors Paul Hiatt and Richard Leppington

Against (0)

Total (31)

10 Procurement and Contract Management Strategy

Councillor Bernie O'Neill, Cabinet Member for Governance presented report F.619 to provide members with an updated draft Procurement and Contract Management Strategy as per the Internal Audit recommendation. FODC Audit Committee previously approved the draft Strategy on the 17th November 2022. Following feedback from Audit Committee, the strategy now includes reference to payment of Living Wage across the Councils supply chain.

Councillor Bernie O'Neill proposed

- 9 -

Councillor Paul Hiett seconded

Member Questions

There were no questions

Debate

There was debate around whether the content of the report had any substance.

Resolved, that Council:

a) Approves the Proposed Procurement and Contract Management Strategy

Voting was as follows:

For (25) Councillors Julia Gooch, Chris McFarling, Sid Phelps, Mark Topping, Nicky Packer, Jackie Fraser, David Wheeler, Philip Burford, Simon Phelps, Helen Molyneux, James Bevan, Ian Whitburn, Brian Lewis, Nick Evans, Harry Ives, Richard Boyles, Roger Yeates, Brian Robinson, Gill Moseley, Jamie Elsmore, Bernie O'Neill, Claire Vaughan, Richard Leppington, Paul Hiett and Clive Elsmore.

Abstain (0)

Against (2) Councillors Thom Forester and Andrew Gardiner,

Total (27)

II Chairman's Charity Donation 2019 Report

Councillor Julia Gooch, Chair of the Council presented report LD.710 for members to agree the payment of a charity donation to the charity chosen by the previous Chair, Councillor James Bevan. The previous charity has gone into liquidation so a new charity, Forest Sensory Services has been chosen to receive the donation instead.

Councillor Julia Gooch proposed
Councillor James Bevan seconded

Member questions

Could members have clarity that the charity, Age Concern, which has gone into liquidation, is the Forest of Dean local organisation not the National Age Concern?
Yes, that is correct. It was a meal delivery service, which Age Concern no longer run, and hence the business went into liquidation.

Debate

There was no debate

Resolved, that Council

a) Approves £546.52 to be paid to Forest Sensory Services as the charity chosen by previous Council Chair, Councillor James Bevan

Voting was as follows;

For (26) Councillors Julia Gooch, Chris McFarling, Sid Phelps, Mark Topping, David Wheeler, Maria Edwards, Philip Burford, Simon Phelps, James Bevan, Helen Molyneux, Ian Whitburn, Andrew Gardiner, Thom Forester, Brian Lewis, Nick Evans, Harry Ives Richard Boyles, Roger Yeates, Brian Robinson, Gill Moseley, Jamie Elsmore, Bernie O'Neill, Claire Vaughan, Richard Leppington, Paul Hiatt and Clive Elsmore.

Abstain (0)

Against (0)

Total (26)

12 Cabinet and Scrutiny Committee Reports

Councillor Paul Hiatt, Deputy Leader of the Council, referred to the Cabinet report in the document pack and opened the floor to questions.

There were no questions

Councillor Nick Evans, Chairman of the Strategic Overview and Scrutiny Committee, referred to the Scrutiny report in the document pack and opened the floor to questions.

A question was raised concerning disregarded evidence that was collected and provided for the CNQ inquiry?

At the outset of the CNQ inquiry members were advised that they could be members of the inquiry or provide evidence but could not do both.

13 Exempt Business

TO CONSIDER, AND IF SO AGREE, TO RESOLVE that under section 100A of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as

defined in schedule 12A of the said act

Councillor Paul Hiatt proposed
Councillor Bernie O'Neill seconded

Voting was as follows:

For (14) Councillors Julia Gooch, Maria Edwards, Philip Burford, Simon Phelps, James Bevan, Helen Molynuex, Brian Lewis, Brian Robinson, Gill Moseley, Jamie Elsmore, Bernie O'Neill, Claire Vaughan, Paul Hiatt and Clive Elsmore.

Abstain (0)

Against (10) Councillors Chris McFarling, Sid Phelps, Mark Topping, David Wheeler, Ian Whitburn, Andrew Gardiner, Thom Forester, Nick Evans, Harry Ives, Richard Boyles

Total (24)

14 Exempt minutes

The exempt minutes of the Full Council meeting held on Thursday 2 February 2023 were signed as an accurate record.

Councillor Paul Hiatt proposed
Councillor Bernie O'Neill seconded

Voting was as follows:

For (17) Councillors Julia Gooch, Chris McFarling, Mark Topping, David Wheeler, Simon Phelps, James Bevan, Ian Whitburn, Andrew Gardiner, Brian Lewis, Nick Evans, Harry Ives, Richard Boyles, Gill Moseley, Jamie Elsmore, Bernie O'Neill, Paul Hiatt and Clive Elsmore.

Abstain (0)

Against (0)

Total (17)

15 Future Meetings


Thursday, 25 May 2023 at 7pm (Annual Council Meeting)

The meeting ended at 9.53 pm


Minutes prepared by Julie Jones

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 <p>Forest of Dean — DISTRICT COUNCIL —</p>	
Council name	Forest of Dean District Council
Name and date of Committee	FULL COUNCIL MEETING – 25 May 2023
Report Number	LD.710
Subject	PERSONS ELECTED AS DISTRICT COUNCILLORS
Wards affected	ALL
Accountable officer	Andrew Knott, Returning Officer Tel: 01594 812416 Email: andrew.knott@fdean.gov.uk
Summary/Purpose	<p>To report the results of the District Council election held on 4 May 2023 The average turnout for the district elections was 33.64% the highest turnout was 45.61% in the St Briavels ward.</p> <p>All 38 elected members have made their declarations of acceptance of office.</p>
Annexes	Annex A- Persons elected as District Councillors.
<i>Recommendation</i>	To note the Information
Corporate priorities	ALL
Key Decision	No
Consultees/ Consultation	N/A

	COUNCILLORS
Berry Hill	Tim Gwilliam
Berry Hill	Jamie Elsmore
Bream	Alison Bruce
Bream	Beth Llewellyn
Cinderford East	Matthew Bishop
Cinderford East	Di Martin
Cinderford West	Jacob Sanders
Cinderford West	Mark Turner
Coleford	Clive Elsmore
Coleford	Patrick Kyne
Coleford	Ian Whitburn
Dymock	Gill Murray
Hartpury & Redmarley	Philip Burford
Hartpury & Redmarley	Clayton Williams
Longhope & Huntley	John Francis
Longhope & Huntley	Dave Tradgett
Lydbrook	Sid Phelps
Lydney East	James Bevan
Lydney East	Andrew McDermid
Lydney East	Alan Preest
Lydney North	Harry Ives
Lydney West & Aylburton	Mark Topping
Mitcheldean, Ruardean & Drybrook	Jackie Fraser
Mitcheldean, Ruardean & Drybrook	Trevor Roach
Mitcheldean, Ruardean & Drybrook	Shaun Stammers
Newent and Taynton	Julia Gooch
Newent and Taynton	Julie Hudson
Newent and Taynton	Gill Moseley
Newland & Sling	David Wheeler
Newnham	Richard Burton
Newnham	Andy Moore
Pillowell	Jackie Dale
Ruspidge	Bernie O'Neill
St Briavels	Chris McFarling
Tidenham	Adrian Birch
Tidenham	Nick Evans
Tidenham	Johnathan Lane
Westbury on Severn	Simon Phelps

 <p>Forest of Dean — DISTRICT COUNCIL —</p>	
Council name	Forest of Dean District Council
Name and date of Committee	FULL COUNCIL MEETING – 25 May 2023
Report Number	LD.711
Subject	POLITICAL COMPOSITION OF THE COUNCIL AND FORMATION OF POLITICAL GROUPS
Wards affected	ALL
Accountable officer	Andrew Grant, Head of Paid Service Tel: 01594 812300 Email: andrew.grant@fdean.gov.uk
Report Author	Julie Jones, Democratic Services Manager, Deputy Monitoring Officer Tel: 01594 812623 Email: julie.jones@fdean.gov.uk
Summary/Purpose	<ol style="list-style-type: none"> 1. To advise the Council of the notifications received under Regulation 8 of the Local Government (Committees and Political Groups) Regulations 1990 giving the composition of political groups. 2. Formal notification can be given up to the time of commencement of the meeting. The Head of Paid Service will therefore provide an oral update as necessary.
Annexes	Annex A- Group Schedule 2023
Recommendation	That the information be noted.
Corporate priorities	Appointments reflect all corporate priorities.
Key Decision	NO
Exempt	NO
Consultees/ Consultation	

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LD.711 Annex A

POLITICAL COMPOSITION OF THE FOREST OF DEAN DISTRICT COUNCIL

Green Group – 15 members	Ward
Chris McFarling	St Briavals
Andy Moore	Newnham
Sid Phelps	Lydbrook
Mark Topping	Lydney West and Aylburton
Jackie Fraser	Mitcheldean, Ruardean and Drybrook
David Wheeler	Newland and Sling
Adrian Birch	Tidenham
Alison Bruce	Bream
Richard Burton	Newnham
Johnathan Lane	Tidenham
Beth Llewellyn	Bream
Andrew McDermid	Lydney East
Trevor Roach	Mitcheldean, Ruardean and Drybrook
David Tradgett	Longhope and Huntley
Jackie Dale	Pillowell
Independent Group – 5 members	Ward
Philip Burford	Hartpury and Redmarley
James Bevan	Lydney East
Clive Elsmore	Coleford
Simon Phelps	Westbury-on-Severn
John Francis	Longhope and Huntley
Labour Group – 5 members	Ward
Di Martin	Cinderford East
Shaun Stammers	Mitcheldean, Ruardean and Drybrook
Jacob Sanders	Cinderford West
Mathew Bishop	Cinderford East
Patrick Kyne	Coleford
Conservative Group – 4 members	Ward
Nick Evans	Tidenham
Harry Ives	Lydney North
Alan Preest	Lydney East
Clayton Williams	Hartpury and Redmarley
Progressive Independents Group – 4 members	Ward
Julia Gooch	Newent and Taynton
Tim Gwilliam	Berry Hill
Jamie Elsmore	Berry Hill
Bernie O’Neill	Ruspidge
Liberal Democrats Group – 3 members	Ward
Gill Moseley	Newent and Taynton
Julie Hudson	Newent and Taynton
Gillian Kilmurray	Lydbrook

LD.711 Annex A

POLITICAL COMPOSITION OF THE FOREST OF DEAN DISTRICT COUNCIL

Independent	Ward
Mark Turner	
Independent	Ward
Ian Whitburn	

Political Composition
Green Group – 15 members
Independent Group – 5 members
Labour Group – 5 members
Conservative Group – 4 members
Progressive Independents Group – 4 members
Liberal Democrats Group – 3 members
Independent - 1
Independent - 1
Total – 38 members

 <p>Forest of Dean — DISTRICT COUNCIL —</p>	
Council name	Forest of Dean District Council
Name and date of Committee	FULL COUNCIL MEETING – 25 May 2023
Report Number	LD.712
Subject	ALLOCATION OF SEATS TO POLITICAL GROUPS AND APPOINTMENTS TO COMMITTEES AND OTHER COUNCIL BODIES
Wards affected	ALL
Accountable officer	Andrew Grant, Head of Paid Service Tel: 01594 812300 Email: andrew.grant@fdean.gov.uk
Report Author	Julie Jones, Democratic Services Manager, Deputy Monitoring Officer Tel: 01594 812623 Email: julie.jones@fdean.gov.uk
Summary/Purpose	<p>This Report sets out those matters reserved to Council as its Annual Meeting:</p> <ul style="list-style-type: none"> • To establish the allocation of seats to political groups based on proportionality and to agree arrangements for making the necessary adjustments to proportionality based appointments to individual committees. • To make appointments to committees and other council bodies for the Civic Year 2023/24. • To make appointments to the positions of Chairs and Vice Chairs of committees for the Civic Year 2023/24.
Annexes	Annex A- Details of the committees and other groups for which appointments are to be made. An updated Annex A setting out the nominations from the Group Leaders will be tabled at the meeting.
Recommendation	<p>Full Council is recommended to:</p> <p><i>a) Agree that, in accordance with Section 15 of the Local Government and Housing Act 1989, the Council shall continue to apply the political balance provisions under the Act;</i></p> <p><i>b) Appoint Councillors to serve on the Council’s Committees and other groups as set out in Annex A for a term of office expiring at the next Annual Meeting of the Council;</i></p>

	<p><i>c) Appoint Chairs and Vice Chairs for the Council's Committees for the Civic Year, 2023/24 by asking members of each Committee to stand and elect their Chair and Vice Chair.</i></p> <p><i>NB: Please note that it is not necessary to appoint chairs or vice chairs to the permanent Working Groups.</i></p>
Corporate priorities	Appointments reflect all corporate priorities.
Key Decision	NO
Exempt	NO
Consultees/ Consultation	N/A

1. REASONS FOR RECOMMENDATIONS

- 1.1.** Under Section 15 of the Local Government and Housing Act 1989, the Council must review the representation of the different political groups on committees and other relevant Council bodies at the annual council meeting or as soon as practicable after that meeting. The statutory provisions have been added to by the Local Government (Committees and Political Groups) Regulations 1990 as amended in 1991.
- 1.2.** The Constitution requires the annual meeting of Council to appoint councillors to serve on the Council's committees and other council bodies for the civic year 2023/24.
- 1.3.** It is for each committee to elect its Chairs and Vice-Chairs. However it is the custom and practice of the Council for this to be done at the annual meeting by inviting the newly elected committee to stand and call for nominations so that a vote can be taken. Election for the other council groups can take place at their first meeting.

2. BACKGROUND

- 2.1.** The legislation requires the Council to allocate committee seats to political groups in proportion, as far as is reasonably practicable to the size of those groups on the Council and that the Council review that allocation each year at the annual meeting. The requirement is for representation to be proportional on each committee and across the relevant committees taken as a whole, subject to Section 15 (5) (b) of the 1989 Act which provides that where the majority of seats on the Council are held by one political group, that group shall have a majority on all bodies to which appointments are made.
- 2.2.** Membership of political groups of the Council will be reported to the annual meeting elsewhere on the agenda. This will then inform the proportionality calculation for each committee.
- 2.3.** Under the Council's political groups scheme, if the Council is unable to make appointments or matters change during the year the Head of Paid Service is authorised to consult with the group leaders and following that consultation to adjust the number and allocation of seats to each group to give effect to the rules on proportionality and to make appointments as necessary, in accordance with the nominations of the group leaders.
- 2.4.** It is open to the Council or a committee or other relevant council body carrying out a review, to adopt some other arrangement and allocate seats on a different basis other than that prescribed by the legislation. Notice of such a proposal must be given in the council summons, and a decision would have to be made without any member voting against the arrangement. This is known as a nem-con vote by the Council. Abstentions from voting do not invalidate the nem-con vote. Notice has been given on the agenda so that Council is not denied that opportunity.
- 2.5.** Committee membership is for one year with the appointments made at the annual meeting.
- 2.6.** Members who serve on the Cabinet cannot serve on the Strategic Overview and Scrutiny Committee or a Scrutiny Panel. It is also good practice that Cabinet Members do not serve on the Audit, Planning or Licensing Committees and has been custom and practice at this authority in the past.
- 2.7.** Under the Constitution, Members cannot serve on the Planning or Licensing Committee unless they have received training. Training Sessions have been prepared as part of the Member induction programme.
- 2.8.** Council Appointments to Outside Bodies are dealt with in a separate report on the agenda.

3. FINANCIAL IMPLICATIONS

3.1. Budgets are in place to support the administration of the Council during the civic year.

4. LEGAL IMPLICATIONS

4.1. There is a risk that if appointments are not made this could result in a delay in decision making for the Council.

5.

6. RISK ASSESSMENT

6.1. An effective committee structure and decision making process is central to the success of the council's improvement programme. There is a risk that if appointments are not made this could result in a delay in decision making for the Council.

7. EQUALITIES IMPACT

7.1. None

8. CLIMATE CHANGE IMPLICATIONS

8.1. None

9. ALTERNATIVE OPTIONS

9.1. None identified

10. BACKGROUND PAPERS

10.1. None identified

COMMITTEE APPOINTMENTS

APPOINTMENTS COMMITTEE

Chairman:

Vice chairman:

Size	Green	Independent	Labour	Conservative	Progressive Independents	Liberal Democrats	Independent Group 2
5							

AUDIT COMMITTEE

Chairman:

Vice chairman:

Size	Green	Independent	Labour	Conservative	Progressive Independents	Liberal Democrats	Independent Group 2
7							

DEVELOPMENT MANAGEMENT COMMITTEE

Chairman:

Vice chairman:

Size	Green	Independent	Labour	Conservative	Progressive Independents	Liberal Democrats	Independent Group 2
13							

LICENSING COMMITTEE

Chairman:

Vice chairman:

Size	Green	Independent	Labour	Conservative	Progressive Independents	Liberal Democrats	Independent Group 2
10							

STRATEGIC OVERVIEW AND SCRUTINY COMMITTEE

Chairman:

Vice chairman:

Size	Green	Independent	Labour	Conservative	Progressive Independents	Liberal Democrats	Independent Group 2
13	1	1	1	1	1	1	1

PERMANENT WORKING GROUPS

CONSTITUTION WORKING GROUP

Chairman: Appoint at first meeting

Vice chairman:

Size	Green	Independent	Labour	Conservative	Progressive Independents	Liberal Democrats	Independent Group 2
9							

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Note: To include all Group Leaders

MEMBER DEVELOPMENT GROUP

Chairman: Appoint at first meeting

Vice chairman:

Size	Green	Independent	Labour	Conservative	Progressive Independents	Liberal Democrats	Independent Group 2
10							

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<p>Council name</p>	<p>Forest of Dean District Council</p>
<p>Name and date of Committee</p>	<p>FULL COUNCIL MEETING – 25 May 2023</p>
<p>Report Number</p>	<p>LD.713</p>
<p>Subject</p>	<p>ALLOCATION OF SEATS TO POLITICAL GROUPS AND APPOINTMENTS TO COMMITTEES AND OTHER COUNCIL BODIES</p>
<p>Wards affected</p>	<p>ALL</p>
<p>Accountable officer</p>	<p>Andrew Grant, Head of Paid Service Tel: 01594 812300 Email: andrew.grant@fdean.gov.uk</p>
<p>Report Author</p>	<p>Julie Jones, Democratic Services Manager, Deputy Monitoring Officer Tel: 01594 812623 Email: julie.jones@fdean.gov.uk</p>
<p>Summary/Purpose</p>	<p>The Council is requested, to approve the appointments as detailed in this report. An updated report will be circulated at the meeting with the proposed appointments from the Group Leaders</p>
<p>Annexes</p>	<p>Annex A - Details of the committees and other groups for which appointments are to be made. An updated Annex A setting out the nominations from the Group Leaders will be tabled at the meeting.</p>
<p>Recommendation</p>	<p>Full Council is recommended:</p> <ul style="list-style-type: none"> • To make appointments of members to the positions indicated in this report for the four year term of the council until 2027 (with the view to review annually should any member be unable to continue with their role)

Name of body and number of representatives	New Appointments to be updated for the Council meeting on 25 May 2023
Cinderford Regeneration Board 1 representative + 1 deputy	
Berkeley and Oldbury Site Stakeholder Group 1 representative	
Clearwell and Stowe Hill Quarry Liaison Committee 1 representative	
Coleford Area Partnership 1 representative	
Dean Heritage Museum Trust 1 representative	
Forest Economic Partnership 1 representative	
Forest Health Forum 1 representative	
Forest of Dean Road Safety Liaison Group 2 representatives	
Gloucestershire Economic Growth Scrutiny committee 1 representative + 1 deputy	
Gloucestershire Health Scrutiny Committee 1 representative + 1 Deputy	
Gloucestershire Playing Fields Association 1 representative	

Name of body and number of representatives	New Appointments to be updated for the Council meeting on 25 May 2023
Gloucestershire Police and Crime Panel Joint Scrutiny Committee 1 representative and 1 deputy	
Gloucestershire Joint Waste Partnership 1 representative	
Industrial Communities Alliance 1 representative + 1 deputy	
Local Government Association Rural Commission 1 representative	
Local Government Information Unit (LGiU) 1 representative	
Lower Severn Drainage Board 1 representative	
Malvern Hills AONB Joint Advisory Committee 1 representative + 1 deputy	
National Housing and Planning Council 1 representative	
Severn Estuary Partnership 1 representative	
Stowfield Quarry Liaison Group 1 representative	
Two Rivers' Housing - Partnership Forum Meeting 2 representatives	

Name of body and number of representatives	New Appointments to be updated for the Council meeting on 25 May 2023
Wye Navigation Advisory Committee 1 representative <i>(should be from a ward bordering the River Wye)</i>	
Wye Valley AONB Joint Advisory Committee 2 representatives + 2 deputies	

Organisations with Service Level Agreements

A member observer is required to monitor the following outside bodies who have service level agreements with the Council.

Name of body and number of representatives	New Appointments to be updated for the Council meeting on 25 May 2023
Cinderford Artspace 1 member observer	
Crossroads care 1 member observer	
Forest Voluntary Action Forum (FVAF) 1 member observer	
Gloucestershire Rural Community Council (GRCC) 1 member observer	
Gloucestershire Young Carers 1 member observer	
Homestart 1 member observer	
Lydbrook Community Care (Lydcare) 1 member observer	
North and West Gloucestershire Citizens Advice (N&WGCA) 1 member observer	

Tic (Teens in crisis)	
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I member observer	
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