

Report Title:	Appointment to Maidenhead Development Management Committee Chair
Contains Confidential or Exempt Information	No - Part I
Cabinet Member:	Councillor Bermange, Cabinet Member for Planning, Legal and Asset Management
Meeting and Date:	Council – 11 March 2024
Responsible Officer(s):	Elizabeth Griffiths, Executive Director of Resources and Section 151 Officer & Elaine Browne, Deputy Director of Law and Governance and Monitoring Officer,
Wards affected:	Maidenhead wards of borough

REPORT SUMMARY

Councillor Reynolds advised Democratic Services of his intention to stand down as Chair of the Maidenhead Development Management Committee before its next scheduled meeting on 20 March 2024.

A nomination has been received for Councillor Martin, already a member of the Committee, to be appointed Chair for the remainder of the municipal year 2023-24.

As detailed in the Constitution, during the municipal year, decisions on changes to chairmanships of Committees and Panels are to be considered by Council.

1. DETAILS OF RECOMMENDATION

RECOMMENDATION:

That Councillor Martin be appointed as Chair of the Maidenhead Development Management Committee for the remainder of the municipal year 2023-24.

2. REASONS FOR RECOMMENDATION AND OPTIONS CONSIDERED

Table 1: Options arising from this report

Option	Comments
To approve the nomination for new Chair for the remainder of the municipal year This is the recommended option	This would avoid a break in stewardship for the Committee
Do Nothing	There is a risk that council business would not be able to be transacted in a timely manner without a Chair in post which could result in delay to decision making

- 2.1 The Annual meeting of the Council resolved the allocation of seats is determined by applying the political balance rules prescribed by Sections 15 and 16 of the Local Government and Housing Act 1989 and supplemented by the Local Government (Committees and Political Groups) Regulations 1990.
- 2.2 As part of that meeting the Council agreed the appointment of Chairs and Vice-Chairs to each body for the ensuing municipal year with the exception of Overview and Scrutiny Panels. Unlike Overview and Scrutiny Panels, which select a Chair and Vice Chair for the ensuing municipal year from their respective memberships, the Constitution sets out that amendments are reserved to Council.
- 2.3 There are two scheduled meetings of the Maidenhead Development Management Committee remaining in the current municipal year.
- 2.4 The role of Chair of the Maidenhead Development Management Committee is remunerated within the Members Allowances Scheme with an annual allowance of £6609. Councillor Martin is already Chair of Place Overview and Scrutiny Panel. Any councillor undertaking two roles, as Councillor Martin would be, can only be remunerated for the single highest of those allowances. This reduces the impact of this change on the cost of the members allowances scheme.

3. KEY IMPLICATIONS

3.1 Table 2: Key Implications

Outcome	Unmet	Met	Exceeded	Significantly Exceeded	Date of delivery
Appointment of Chairs and Vice Chairs	Appointments not made to vacant position	Appointments made to all positions	N/A	N/A	12.03.24

4. FINANCIAL DETAILS / VALUE FOR MONEY

- 4.1 As set out above the role is remunerated annually and councillors can only be remunerated for one role. If the recommendation is agreed then there will be an additional cost to the members allowances scheme. This is because Councillor Reynolds is currently in receipt of a Special Responsibility Allowance (SRA) for his role on Cabinet only. Councillor Martin would receive a pro rata amount of the SRA £6,609 for the remainder of the municipal year. This would be instead of her current payment for her role as Chair of Overview and Scrutiny for which she is remunerated £5,287. Therefore the impact on the scheme is therefore limited to the difference between the two e.g. £1,322 and proportioned for the remainder of the municipal year.
- 4.2 Subsequent financial implications on the overall members allowances scheme will be determined by the appointments made at future Annual Council meetings.

5. LEGAL IMPLICATIONS

- 5.1 The recommendation within this report comply with the requirements within the constitution at rule 'C30 Chairmanship' that determination of chairmanship; is considered by Council. There is no impact or alteration proposed to the previous decisions relating to the decision infrastructure as agreed at Annual Council on 23 May 2023.

6. RISK MANAGEMENT

6.1 Table 3: Impact of risk and mitigation

Threat or risk	Impact with no mitigations in place or if all mitigations fail	Likelihood of risk occurring with no mitigations in place.	Mitigations currently in place	Mitigations proposed	Impact of risk once all mitigations in place and working	Likelihood of risk occurring with all mitigations in place.
There is a risk that council business would not be able to be transacted in a timely manner without a Chair in post which could result in delay to decision making	Moderate 2	Low – very unlikely	Engagement between officers and members of the Committee	N/A	Minor 1	Unlikely – more probable to not happen than to happen

7. POTENTIAL IMPACTS

- 7.1 Equalities. An Equality Impact Assessment is available as Appendix B of the agenda report for 23 May 2023 [Microsoft Word - Political Balance and Appointment of Panels, Chairs 2023- 24.docx \(moderngov.co.uk\)](#). A screening assessment was completed which indicated the proposals did not have any equality impacts.
- 7.2 Climate change/sustainability. There are no impacts as a consequence of this decision.
- 7.3 Data Protection/GDPR. No personal data has been processed.

8. CONSULTATION

None

9. APPENDICES

None

10. BACKGROUND DOCUMENTS

10.1 This report is supported by two background documents:

- Council constitution, Part 6 – Terms of Reference for forums, panels and committees
- Annual Council reports and minutes from 23 May 2023

11. CONSULTATION

Name of consultee	Post held	Date sent	Date returned
<i>Mandatory: Statutory Officer (or deputy)</i>			
Elizabeth Griffiths	Executive Director of Resources & S151 Officer		
Elaine Browne	Deputy Director of Law & Governance & Monitoring Officer	29/02/24	05/03/24
<i>Deputies:</i>			
Andrew Vallance	Deputy Director of Finance & Deputy S151 Officer	29/02/24	05/03/24
Jane Cryer	Principal Lawyer & Deputy Monitoring Officer		
Helena Stevenson	Principal Lawyer & Deputy Monitoring Officer		
<i>Mandatory: Procurement Manager (or deputy) - if report requests approval to go to tender or award a contract</i>			
Lyn Hitchinson	Procurement Manager		
<i>Mandatory: Data Protection Officer (or deputy) - if decision will result in processing of personal data; to advise on DPIA</i>			
Samantha Wootton	Data Protection Officer		
<i>Mandatory: Equalities Officer – to advise on EQiA, or agree an EQiA is not required</i>			
Ellen McManus-Fry	Equalities & Engagement Officer	29/03/24	29/02/24
<i>Mandatory: Assistant Director HR – to advise if report has potential staffing or workforce implications</i>			
Nikki Craig	Assistant Director of HR, Corporate Projects and IT		
<i>Other consultees:</i>			
<i>Directors (where relevant)</i>			
Stephen Evans	Chief Executive		
Andrew Durrant	Executive Director of Place		
Kevin McDaniel	Executive Director of Adult Social Care & Health		
Lin Ferguson	Executive Director of Children's Services & Education		

Confirmation relevant Cabinet Member(s) consulted	Cabinet Member for Planning, Legal and Asset Management	Yes
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REPORT HISTORY

Decision type:	Urgency item?	To follow item?
Council decision	No	No

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