

SHEFFIELD CITY COUNCIL

COUNCIL MEETING – 1ST NOVEMBER 2023

ITEM OF BUSINESS NO. 7 – REVIEW OF THE ALLOCATION OF SEATS ON COUNCIL COMMITTEES

It is to be moved by Councillor Sioned-Mair Richards, seconded by Councillor Joe Otten, that the Council:-

(a) notes the information set out in the report of the Director of Policy and Democratic Engagement on the review of the allocation of seats on the Council's Committees following the recent change to the composition of the Council;

(b) notes the initial allocation, before final adjustment, of seats to political groups on the individual committees which are subject to proportional balance, as set out in Appendix 1 of the report, and which is based on the committees (and their sizes) which were approved at the annual meeting of the Council on 17th May 2023 for operation in the Municipal Year 2023-24;

(c) approval be given for (i) the size of the Strategy and Resources Policy Committee to be increased from 11 seats to 13 seats in order to ensure that sufficient seats are available for all Policy Committee Chairs, the Finance Committee Chair and the Deputy Leader of the Council, whilst maintaining political proportionality; this being in accordance with the view expressed by the Governance Committee in its report on the 6 month review of the Council's governance arrangements, submitted to the annual meeting of the Council on 17th May 2023, which stated that the Deputy Leader should sit on Strategy and Resources Policy Committee and, should the Deputy Leader not be a Policy Committee Chair, their appointment should be facilitated through existing mechanisms around appointments to ensure political proportionality and (ii) the size of the Governance Committee to be reduced from 11 seats to 9 seats to retain the existing 180 seats in total across all the Council's Committees that are subject to political proportionality;

(d) in order to (i) satisfy the requirement to ensure that the total number of seats on the ordinary committees of the Council are allocated to each political group in the same proportion as the group's membership of the Council and (ii) accommodate a request made by Councillor Lewis Chinchon to move from membership of the Licensing Committee to membership of the Audit and Standards Committee, approval be given to the final adjustments of seats as shown in the schedule circulated at the meeting;

(e) (i) approval be given to the appointment of Members to Council Committees for the remainder of the Municipal Year 2023-24 to reflect the arrangements now agreed and the wishes of the political groups, in accordance with the list of proposed memberships circulated at the meeting, and including substitutes

where appropriate, (ii) for the purposes of Council Procedure Rule 25.6, the consent of the Council be given in any case where a Member chooses not to be appointed to serve on any Policy or Regulatory Committee and (iii) it be noted that, where changes are to be made to the composition or membership of sub-committees of Policy Committees, these will need to be formally approved at the next meeting of their parent Policy Committee;

(f) Councillor Glynis Chapman be appointed to serve as Joint Chair of the Planning and Highways Committee, in place of Councillor Mike Chaplin, for the remainder of the Municipal Year 2023/24;

(g) Councillor Marianne Elliot be appointed to serve as Deputy Chair of the Communities, Parks and Leisure Policy Committee in place of Councillor Janet Ridler, for the remainder of the Municipal Year 2023/24, and it be noted that Councillor Janet Ridler will act as the Spokesperson for the Labour Group on that Committee;

(h) appoint Councillor Fran Belbin to serve as Deputy Chair of the Audit and Standards Committee for the remainder of the Municipal Year 2023/24, in view of the fact that the current Deputy Chair (Councillor Sioned-Mair Richards) is no longer a member of the Committee;

(i) notes that, as respects the appointment of Members to serve on Council Committees, where vacancies exist or in cases of urgency to ensure quoracy or representation, the Monitoring Officer, in consultation with the relevant political group whip, has the authority to appoint Members to serve on such Committees, as necessary, on the understanding that details of such appointments will be reported to the next or subsequent meetings of the Council;

(j) in light of the change to the composition of the Council, approves a change to the order in which Notices of Motion shall be listed on the Council Summons for the remainder of the 2023/24 Municipal Year, as set out below and which entitles the new Sheffield Community Councillors Group (SCC) to submit a Notice of Motion during the year -

Current Order:

November – Green / Labour / LibDem / Labour

December – LibDem / Labour / LibDem / Other (Ind)

February 2024 – Labour / LibDem / Green / Labour

Revised Order:

November – Green / Labour / LibDem / Labour

December – LibDem / Labour / LibDem / Other (Ind)

February 2024 – Labour / LibDem / Green / SCC

Schedule to item 7

Initial Allocation Of Committee Seats (180 seats amended – S&R x13 seats; Governance x9 seats)

Arrows show which seats per committee have been reallocated between Groups in order to meet the primary requirement for overall proportionality

Group name -->		Labour		Liberal Democrat		Green		Lewis Chinchon (Con)		Sophie Wilson (Ind)		Sheffield Community Councillors		TOTAL
Seats on Council -->		31		29		14		1		1		8		84
Total entitlement to seats on politically proportionate committees	180	67		62		30		2		2		17		0
Overall allocation of seats on politically proportionate committees	180		67		62		30		2		2		17	0
Cttee name	Cttee size	exact entitlement on committee	proposed allocation on committee	exact entitlement on committee	proposed allocation on committee	exact entitlement on committee	proposed allocation on committee	exact entitlement on committee	proposed allocation on committee	exact entitlement on committee	proposed allocation on committee	exact entitlement on committee	proposed allocation on committee	Variation between number of seats available and number of seats allocated
Strategy & Resources Policy Committee	13	4.80	5	4.49	5	2.17	2	0.15	0	0.15	0	1.24	1	0
Adult Health & Social Care Policy Committee	9	3.32	3	3.11	3	1.50	2	0.11	0	0.11	0	0.86	1	0
Communities Parks & Leisure Policy Committee	9	3.32	3	3.11	3	1.50	2	0.11	0	0.11	0	0.86	1	0
Education, Children & Families Policy Committee	9	3.32	3	3.11	3	1.50	2	0.11	0	0.11	0	0.86	1	0
Economic Development & Skills Policy Committee	9	3.32	3	3.11	3	1.50	2	0.11	0	0.11	0	0.86	1	0
Housing Policy Committee	9	3.32	3	3.11	3	1.50	2	0.11	0	0.11	0	0.86	1	0
Transport, Regeneration & Climate Policy Committee	9	3.32	3	3.11	3	1.50	2	0.11	0	0.11	0	0.86	1	0
Waste & Streetscene Policy Committee	9	3.32	3	3.11	3	1.50	2	0.11	0	0.11	0	0.86	1	0
Finance Committee	9	3.32	3	3.11	3	1.50	2	0.11	0	0.11	0	0.86	1	0
Health Scrutiny Sub-Committee	9	3.32	↑4	3.11	3	1.50	↓1	0.11	0	0.11	0	0.86	1	0
Charity Trustee Sub-Committee	5	1.85	2	1.73	2	0.83	1	0.06	0	0.06	0	0.48	0	0
Planning & Highways Committee	13	4.80	5	4.49	5	2.17	↓1	0.15	0	0.15	↑1	1.24	1	0
Licensing Committee	15	5.54	6	5.18	↑6	2.50	↓2	0.18	0	0.18	0	1.43	1	0
Audit & Standards Cttee	7	2.58	↓2	2.42	2	1.17	1	0.08	↑1	0.08	0	0.67	1	0
Governance Committee	9	3.32	↑4	3.11	3	1.50	↓1	0.11	0	0.11	0	0.86	1	0
Admissions Cttee	7	2.58	3	2.42	2	1.17	1	0.08	0	0.08	0	0.67	1	0
Senior Officer Employment Cttee	15	5.54	6	5.18	5	2.50	↓2	0.18	0	0.18	↑1	1.43	1	0
Appeals and Collective Disputes Cttee	15	5.54	6	5.18	5	2.50	↓2	0.18	↑1	0.18	0	1.43	1	0
Variance between rounded overall entitlement to seats and overall allocations of seats	0													0

Total entitlement to seats on politically proportionate committees - After rounding, Labour has largest part entitlement (of 0.43) to the final seat.

**PROPOSED MEMBERSHIP OF COUNCIL COMMITTEES 2023/24
(From 1 November 2023)**

POLICY COMMITTEES					
Title/Post	Labour	Liberal Democrat	Green	Sheffield Community Councillors	Other
Strategy & Resources Policy Committee <i>Current: 11 seats</i> <i>Split 4 : 4 : 2 : 1 : 0</i> <i>Proposed: 13 seats</i> <i>Split 5 : 5 : 2 : 1 : 0</i> (Chairs of Policy Committees plus sufficient other Members to achieve proportionality)	Cllr Fran Belbin (Deputy Chair) Cllr Dawn Dale Cllr Tom Hunt (Chair) Cllr Ben Miskell Cllr Zahira Naz <i>If 11 seats, remove Cllr Fran Belbin</i>	Cllr Shaffaq Mohammed (Spokesperson) Cllr Joe Otten Cllr Martin Smith Cllr Richard Williams <i>If 13 seats, add Cllr Penny Baker</i>	Cllr Angela Argenzio Cllr Douglas Johnson (Spokesperson)	Cllr Dianne Hurst	
Named Substitutes	Cllr David Barker Cllr Mark Jones Cllr Minesh Parekh	Cllr Penny Baker Cllr Mike Levery Cllr Andrew Sangar	Vacancies x 3	Cllr Terry Fox Vacancy x 2	

Charity Trustee Sub-Committee 5 seats in 2023/24 Split 2 : 2 : 1 : 0 : 0	Cllr Fran Belbin Cllr Zahira Naz (Deputy Chair)	Cllr Richard Williams Cllr Ian Auckland (Chair)	Cllr Douglas Johnson (Spokesperson)		
Named Substitutes	Cllr Mary Lea Cllr Janet Ridler	Cllr Steve Ayris Cllr Mohammed Mahroof	Cllr Angela Argenzio Vacancy x 1		

(NB. Any changes made to the composition and membership of the Charity Trustee Sub-Committee will need to be formally approved at the next meeting of its parent Policy Committee.)

Finance Committee 9 seats in 2023/24 Split 3 : 3 : 2 : 1 : 0	Cllr Mary Lea Cllr Zahira Naz (Chair) Cllr Ibbay Ullah	Cllr Glynis Chapman Cllr Mike Levery (Deputy Chair) Cllr Shaffaq Mohammed	Cllr Marieanne Elliot Cllr Toby Mallinson (Spokesperson)	Cllr Bryan Lodge	
Named Substitutes	Cllr Laura McClean Cllr Minesh Parekh Cllr Sioned-Mair Richards	Cllr Joe Otten Cllr Andrew Sangar Cllr Martin Smith	Cllr Douglas Johnson Cllr Martin Phipps Vacancy x 1	Cllr Paul Wood Vacancy x2	

Title/Post	Labour	Liberal Democrat	Green	Sheffield Community Councillors	Other
Adult Health and Social Care Policy Committee 9 seats in 2023/24 Split 3 : 3 : 2 : 1 : 0	Cllr Laura McClean Cllr Ruth Milsom (Spokesperson) Cllr Mick Rooney	Cllr Steve Ayris Cllr Gail Smith Cllr Sophie Thornton (Deputy Chair)	Cllr Angela Argenzio (Chair) Cllr Martin Phipps	Cllr Julie Grocutt	
Named Substitutes	Cllr Jayne Dunn Cllr Mary Lea Cllr Sioned-Mair Richards	Cllr Glynis Chapman Cllr Alan Woodcock Cllr Ann Woolhouse	Cllr Maleiki Haybe Cllr Bernard Little Vacancy x 1	Cllr Tony Damms Vacancy x 2	

Health Scrutiny Sub-Committee 9 seats in 2023/24 Split 4 : 3 : 1 : 1 : 0 (membership to comprise councillors from the parent Committee and the Education, Children & Families Policy Committee)	Cllr Nighat Basharat Cllr Laura McClean Cllr Ruth Milsom (Chair) Cllr Mick Rooney	Cllr Steve Ayris Cllr Sophie Thornton Cllr Ann Whitaker	Cllr Martin Phipps (Spokesperson)	Cllr Dianne Hurst	
Named Substitutes	Cllr Dawn Dale Cllr Jayne Dunn Cllr Mary Lea	(3 vacancies)	Cllr Angela Argenzio Cllr Maleiki Haybe Vacancy x 1	Cllr Julie Grocutt Vacancy x 2	

(NB. The changes made to the composition and membership of the Health Scrutiny Sub-Committee will need to be formally approved at the next meeting of its parent Policy Committee.)

Communities, Parks and Leisure Policy Committee 9 seats in 2023/24 Split 3 : 3 : 2 : 1 : 0	Cllr Tony Downing Cllr Karen McGowan Cllr Janet Ridler (Deputy Chair)	Cllr Alan Hooper Cllr Robert Reiss Cllr Richard Williams (Chair)	Cllr Marieanne Elliot (Spokesperson) Cllr Bernard Little	Cllr Garry Weatherall	
Named Substitutes	Cllr Laura McClean Cllr Abtisam Mohamed Cllr Sioned-Mair Richards	Cllr Sue Alston Cllr Mohammed Mahroof Cllr Barbara Masters	Cllr Brian Holmshaw Cllr Christine Gilligan Kubo Cllr Ruth Mersereau	Cllr Paul Wood Vacancy x 2	

Title/Post	Labour	Liberal Democrat	Green	Sheffield Community Councillors	Other
Economic Development and Skills Policy Committee 9 seats in 2023/24 Split 3 : 3 : 2 : 1 : 0	Cllr Abdul Khayum Cllr Laura Moynahan Cllr Minesh Parekh (Deputy Chair)	Cllr Kurtis Crossland Cllr Barbara Masters Cllr Martin Smith (Chair)	Cllr Henry Nottage (Spokesperson) Cllr Brian Holmshaw	Cllr Terry Fox	
Named Substitutes	Cllr Safiya Saeed Cllr Sioned-Mair Richards Cllr Ibby Ullah	Cllr Simon Clement-Jones Cllr Mohammed Mahroof Cllr Robert Reiss	Cllr Bernard Little Cllr Martin Phipps Vacancy x 1	Cllr Julie Grocutt Vacancy x 2	

Education, Children and Families Policy Committee 9 seats in 2023/24 Split 3 : 3 : 2 : 1 : 0 (Chair is also the Statutory Lead Member for Children's Services)	Cllr Nighat Basharat Cllr Dawn Dale (Chair) Cllr Jayne Dunn	Cllr Ian Horner Cllr Mohammed Mahroof (Spokesperson) Cllr Ann Whitaker	Cllr Maleiki Haybe Cllr Maroof Raouf (Deputy Chair)	Cllr Dianne Hurst	
Named Substitutes	Cllr Mike Drabble Cllr Mazher Iqbal Cllr Sioned-Mair Richards	Cllr Sue Alston Cllr Gail Smith Cllr Ann Woolhouse	Cllr Marieanne Elliot Cllr Paul Turpin Vacancy x1	Cllr Julie Grocutt Vacancy x 2	

Housing Policy Committee 9 seats in 2023/24 Split 3 : 3 : 2 : 1 : 0	Cllr Mazher Iqbal Cllr Nabeela Mowlana (Spokesperson) Cllr Alison Norris	Cllr Penny Baker (Deputy Chair) Cllr Barbara Masters Cllr Alan Woodcock	Cllr Paul Turpin Cllr Douglas Johnson (Chair)	Cllr Paul Wood	
Named Substitutes	Cllr Fran Belbin Cllr Mike Chaplin Cllr Sioned-Mair Richards	Cllr Kurtis Crossland Cllr Robert Reiss Cllr Sophie Thornton	Cllr Alexi Dimond Cllr Marieanne Elliot Cllr Christine Gilligan Kubo	Cllr Terry Fox Vacancy x 2	

Title/Post	Labour	Liberal Democrat	Green	Sheffield Community Councillors	Other
Transport, Regeneration and Climate Policy Committee 9 seats in 2023/2024 Split 3 : 3 : 2 : 1 : 0	Cllr Craig Gamble Pugh Cllr Ben Miskell (Chair) Cllr Safiya Saeed	Cllr Ian Auckland Cllr Andrew Sangar (Spokesperson) Cllr Richard Shaw	Cllr Christine Gilligan Kubo (Deputy Chair) Cllr Ruth Mersereau	Cllr Denise Fox	
Named Substitutes	Cllr Mike Chaplin Cllr Minesh Parekh Cllr Sioned-Mair Richards	Cllr Kurtis Crossland Cllr Barbara Masters Cllr Cliff Woodcraft	Cllr Alexi Dimond Cllr Maroof Raouf Cllr Paul Turpin	Cllr Dianne Hurst Vacancy x 2	

Waste and Street Scene Policy Committee 9 seats in 2023/2024 Split 3 : 3 : 2 : 1 : 0	Cllr Mike Chaplin Cllr Mark Jones (Deputy Chair) Cllr Sioned-Mair Richards	Cllr Sue Alston Cllr Tim Huggan Cllr Joe Otten (Chair)	Cllr Alexi Dimond (Spokesperson) Cllr Christine Gilligan Kubo	Cllr Tony Damms	
Named Substitutes	Cllr Craig Gamble Pugh Cllr Talib Hussain Cllr Laura Moynahan	Cllr Ian Horner Cllr Barbara Masters Cllr Cliff Woodcraft	Cllr Ruth Mersereau Cllr Henry Nottage Cllr Maroof Raouf	Cllr Garry Weatherall Vacancy x 2	

STATUTORY/REGULATORY COMMITTEES

Title/Post	Labour	Liberal Democrat	Green	Sheffield Community Councillors	Other
Planning and Highways Committee 13 seats in 2023/24 Split 5 : 5 : 1 : 1 : 1	Cllr Mike Chaplin (Joint Chair) Cllr Tony Downing Cllr Laura Moynahan Cllr Peter Price Cllr Ibby Ullah	Cllr Glynis Chapman Cllr Roger Davison Cllr Barbara Masters Cllr Alan Woodcock (Joint Chair) Cllr Cliff Woodcraft	Cllr Bernard Little	Cllr Garry Weatherall	Cllr Sophie Wilson
Planning and Highways Committee Substitute Members	Cllr Mike Drabble Cllr Jayne Dunn Cllr Alison Norris	Cllr Ian Auckland Cllr Tim Huggan Cllr Joe Otten Cllr Andrew Sangar Cllr Richard Williams	Cllr Christine Gilligan Kubo Cllr Douglas Johnson Cllr Henry Nottage	Cllr Tony Damms Cllr Dianne Hurst Vacancy x 1	

Licensing Committee 15 seats in 2023/24 Split 6 : 6 : 2 : 1 : 0	Cllr David Barker (Joint Chair) Cllr Talib Hussain Cllr Abdul Khayum (Joint Chair) Cllr Karen McGowan Cllr Nabeela Mowlana Cllr Sioned-Mair Richards	Cllr Kurtis Crossland Cllr Roger Davison Cllr Ian Horner Cllr Joe Otten Cllr Cliff Woodcraft Cllr Ann Woolhouse	Cllr Henry Nottage Cllr Maroof Raouf	Vacancy x 1	
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Title/Post	Labour	Liberal Democrat	Green	Sheffield Community Councillors	Other
Governance Committee Current: 11 seats Split 5 : 4 : 1 : 1 : 0 Proposed: 9 seats Split 4 : 3 : 1 : 1 : 0	Cllr Fran Belbin (Chair) Cllr Laura Moynahan Cllr Minesh Parekh Cllr Sioned-Mair Richards If 11 seats, add vacancy	Cllr Sue Alston (Deputy Chair) Cllr Simon Clement-Jones Cllr Mike Levery Cllr Joe Otten If 9 seats, remove Cllr Joe Otten	Cllr Paul Turpin	Cllr Garry Weatherall	
Governance Committee Substitute Members	Cllr Dawn Dale Cllr Craig Gamble Pugh Cllr Ruth Milsom Cllr Alison Norris	Cllr Andrew Sangar Cllr Richard Williams If 9 seats, replace Cllr Richard Williams with Cllr Joe Otten	Cllr Douglas Johnson Vacancy x 1	Cllr Dianne Hurst Vacancy x 1	

Audit and Standards Committee 7 seats in 2023/24 Split 2 : 2 : 1 : 1 : 1	Cllr Fran Belbin Cllr Laura McClean	Cllr Simon Clement-Jones Cllr Mohammed Mahroof (Chair)	Cllr Henry Nottage	Cllr Bryan Lodge	Cllr Lewis Chinchen
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Admissions Committee 7 seats in 2023/24 Split 3 : 2 : 1 : 1 : 0 (Substitute Members to be appointed by the Chief Executive in consultation with the Chair or Spokesperson of the relevant Policy Committee, as appropriate)	Cllr Talib Hussain Cllr Sioned-Mair Richards Cllr Safiya Saeed (Deputy Chair)	Cllr Ann Whitaker Cllr Ann Woolhouse	Cllr Maleiki Haybe (Chair)	Cllr Denise Fox	
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Title/Post	Labour	Liberal Democrat	Green	Sheffield Community Councillors	Other
Senior Officer Employment Committee 15 seats in 2023/24 Split 6 : 5 : 2 : 1 : 1	Cllr Fran Belbin Cllr Dawn Dale Cllr Tom Hunt (Deputy Chair) Cllr Ben Miskell (Chair) Cllr Sioned-Mair Richards Cllr Zahira Naz	Cllr Penny Baker Cllr Mike Lavery Cllr Mohammed Mahroof Cllr Shaffaq Mohammed Cllr Andrew Sangar	Cllr Douglas Johnson Vacancy x 1	Cllr Paul Wood	Cllr Sophie Wilson

Appeals and Collective Disputes Committee 15 seats in 2023/24 Split 6 : 5 : 2 : 1 : 1	Cllr David Barker Cllr Mazher Iqbal Cllr Karen McGowan Cllr Laura Moynahan Cllr Zahira Naz (Chair) Cllr Peter Price	Cllr Alan Hooper Cllr Ian Horner Cllr Tim Huggan Cllr Gail Smith Cllr Ann Woolhouse	Cllr Marieanne Elliot Cllr Maroof Raouf	Cllr Denise Fox	Cllr Lewis Chinchen
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