

CONSTITUTION OF COMMITTEES, SUB-COMMITTEES AND SCRUTINY BODIES AND ALLOCATION OF SEATS TO GROUPS

COMMITTEE	LABOUR	CONSERVATIVE	MERTON PARK IR	LIB DEM
<p>OVERVIEW AND SCRUTINY COMMISSION (10 seats + 4 voting Co-opted Members) – substitutes allowed</p>	<p>4 seats inc vice chair</p> <p>Cllr Peter McCabe (Vice Chair) Cllr Jeff Hanna Cllr Russell Makin Cllr Dennis Pearce</p> <p>Substitutes: Cllr Judy Saunders Cllr John Dehaney</p>	<p>4 seats</p> <p>Cllr Diane Neil Mills Cllr Samantha George Cllr Logie Lohendran Cllr Suzanne Grocott</p> <p>Substitutes: Cllr Oonagh Moulton Cllr Richard Hilton</p>	<p>1 seat inc chair</p> <p>Cllr Peter Southgate (chair)</p> <p>Substitute: Cllr John Sargeant</p>	<p>1 seat</p> <p>Cllr Iain Dysart</p> <p>Substitute: Cllr Mary-Jane Jeanes</p>
<p>HEALTHIER COMMUNITIES AND OLDER PEOPLE OVERVIEW AND SCRUTINY PANEL (8 seats) – substitutes allowed</p>	<p>4 seats inc vice-chair</p> <p>Cllr Peter McCabe (Vice Chair) Cllr Brenda Fraser Cllr Greg Udeh Cllr Judy Saunders</p> <p>Substitutes: Cllr Laxmi Attawar Cllr John Dehaney</p>	<p>4 seats inc chair</p> <p>Cllr Logie Lohendran (Chairman) Cllr Suzanne Evans Cllr Maurice Groves Cllr Richard Hilton</p> <p>Substitutes: Cllr Janice Howard Cllr Gilli Lewis-Lavender</p>		
<p>CHILDREN AND YOUNG PEOPLE OVERVIEW AND SCRUTINY PANEL (10 seats) – substitutes allowed</p>	<p>4 seats inc chair</p> <p>Cllr Jeff Hanna (Chair) Cllr Agatha Akyigyina Cllr Laxmi Attawar Cllr Peter Walker</p> <p>Substitutes: Cllr David Chung Cllr Peter McCabe</p>	<p>4 seats inc vice-chair</p> <p>Cllr James Holmes (Vice Chairman) Cllr Ray Tindle Cllr Oonagh Moulton Cllr Linda Taylor</p> <p>Substitutes: Cllr Richard Chellew Cllr Debbie Shears</p>	<p>1 seat</p> <p>Cllr Karin Forbes</p> <p>Substitute: Cllr John Sargeant</p>	<p>1 seat</p> <p>Cllr Iain Dysart</p> <p>Substitute: Cllr Mary-Jane Jeanes</p>

APPENDIX A

<p>SUSTAINABLE COMMUNITIES OVERVIEW AND SCRUTINY PANEL (8 seats) – substitutes allowed</p>	<p>4 seats inc chair</p> <p>Cllr Russell Makin (Chair) Cllr Stan Anderson Cllr Dennis Pearce Cllr Ian Munn</p> <p>Substitutes: Cllr Philip Jones Cllr Geraldine Stanford</p>	<p>3 seats inc vice-chair</p> <p>Cllr Ray Tindle (Vice Chairman) Cllr David Dean Cllr Samantha George</p> <p>Substitutes: Cllr Richard Hilton Cllr Chris Edge</p>	<p>1 seat</p> <p>Cllr John Sargeant</p> <p>Substitute: Cllr Peter Southgate</p>	
<p>BOROUGH PLAN ADVISORY PANEL (6 seats) – substitutes allowed</p>	<p>3 seats inc chair</p> <p>Cllr Ian Munn (Chair) Cllr Philip Jones Cllr Geraldine Stanford</p> <p>Substitute: Cllr Richard Williams</p>	<p>3 seats inc vice-chair</p> <p>Cllr Diane Neil Mills (Vice Chairman) Cllr Henry Nelles Cllr Chris Edge</p> <p>Substitute: Cllr Maurice Groves</p>		
<p>APPOINTMENTS COMMITTEE (10 seats) No substitutes</p>	<p>5 seats inc chair and vice-chair</p> <p>Cllr Stephen Alambritis (Chair) Cllr Mark Betteridge (Vice Chair) Cllr Andrew Judge Cllr Maxi Martin Cllr Martin Whelton</p>	<p>5 seats</p> <p>Cllr Oonagh Moulton Cllr Debbie Shears Cllr Samantha George Cllr James Holmes Cllr Janice Howard</p>		

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<p>GENERAL PURPOSES COMMITTEE (10 seats) – substitutes allowed</p>	<p>5 seats inc chair</p> <p>Cllr Peter McCabe (Chair) Cllr Laxmi Attawar Cllr John Dehaney Cllr Ian Munn Cllr Agatha Akyigyina</p> <p>Substitutes: Cllr Stan Anderson Cllr Martin Whelton</p>	<p>5 seats inc vice-chair</p> <p>Cllr Janice Howard (Vice Chairman) Cllr David Williams Cllr Gilli Lewis-Lavender Cllr Debbie Shears Cllr Samantha George</p> <p>Substitutes: Cllr Ray Tindle Cllr Henry Nelles</p>		
<p>STANDARDS COMMITTEE (8 seats plus 3 co-opted non-voting members)</p>	<p>4 seats</p> <p>Cllr John Dehaney Cllr Philip Jones Cllr Peter McCabe (Chair) Cllr Ian Munn</p> <p>Substitutes: Cllr Judy Saunders</p>	<p>3 seats</p> <p>Cllr Henry Nelles Cllr Janice Howard Cllr David Williams</p> <p>Substitutes: Cllr Richard Hilton Cllr Vacancy</p>		<p>1 seat</p> <p>Cllr Mary-Jane Jeanes</p> <p>Substitute: Cllr Iain Dysart</p>
<p>HEALTH AND WELLBEING BOARD (3 seats plus officers, statutory and non-statutory representatives)</p> <p>Proportionality does not apply</p>	<p>2 seats</p> <p>Cllr Linda Kirby (Chair) Cllr Maxi Martin</p>	<p>1 seat</p> <p>Cllr Margaret Brierly</p>		

REGULATORY AND QUASI JUDICIAL BODIES				
LICENSING COMMITTEE (Licensing Act and Gambling Act purposes) (12 seats) No substitutes	5 seats Cllr Stan Anderson Cllr Nick Draper Cllr Philip Jones Cllr Ian Munn Cllr Greg Udeh	6 seats inc chair Cllr David Simpson (Chairman) Cllr John Bowcott Cllr Chris Edge Cllr Richard Chellew Cllr Logie Lohendran Cllr Debbie Shears	1 seat Cllr John Sargeant	
LICENSING COMMITTEE (Miscellaneous) (12 Seats) No substitutes	Membership as for Licensing Committee			
LICENSING SUB-COMMITTEE (of above committee) (3 seats)	Any 3 members of the Licensing Committee			
PLANNING APPLICATIONS COMMITTEE (10 seats plus 1 Independent non-voting co-opted member to be appointed by the Planning Committee) Substitutes allowed	5 seats inc chair Cllr Philip Jones (Chair) Cllr John Dehaney Cllr Ian Munn Cllr Geraldine Stanford Cllr Greg Udeh Substitutes: Cllr Agatha Akyigyina Cllr Sam Thomas	4 seats inc vice-chair Cllr John Bowcott (Vice Chairman) Cllr David Dean Cllr Simon Withey Cllr Miles Windsor Substitutes: Cllr Maurice Groves Cllr Janice Howard	1 seat Cllr Peter Southgate Substitute: Cllr Karin Forbes	

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APPEALS COMMITTEE (6 seats) No substitutes	3 seats inc chair Cllr Stephen Alambritis (Chair) Cllr Nick Draper Cllr Maxi Martin	3 seats Cllr Margaret Brierly Cllr Oonagh Moulton Cllr Suzanne Evans		
JOINT HEALTH COMMITTEES				
SOUTH WEST LONDON JOINT HEALTH OVERVIEW AND SCRUTINY COMMITTEE (2 SEATS) – substitutes allowed	1 seat Cllr Peter McCabe Substitute: Cllr David Chung	1 seat Cllr Logie Lohendran Substitute: Cllr Maurice Groves		

CONSTITUTION OF CONSULTATIVE FORUMS AND OTHER BODIES AND ALLOCATION OF SEATS TO GROUPS

COMMITTEE	LABOUR	CONSERVATIVE	MERTON PARK IND	LIB DEM
COMMUNITY FORUMS – appointment of Chair				
Mitcham Community Forum	Chair Cllr Ian Munn			
Morden Community Forum		Chairman Cllr Maurice Groves		
Wimbledon Community Forum		Chairman Cllr Henry Nelles		
Raynes Park Community Forum		Chairman Cllr Linda Scott N.B. local arrangements in respect of this forum put in place additional meetings with the Chair rotated and drawn from the four wards covered.		
Colliers Wood Community Forum	Chair Cllr Greg Udeh			
CONSERVATION AND DESIGN ADVISORY PANEL (5 seats plus representatives of local conservation areas and regional/national organisations) – substitutes allowed	2 seats Cllr Ian Munn Cllr Geraldine Stanford	3 seats inc chair Cllr Maurice Groves (Chairman) Cllr Richard Chellew Cllr John Bowcott		
Now operating as the Heritage and Design Working Group	Substitute: Cllr Philip Jones	Substitute: Cllr Miles Windsor		
CORPORATE PARENTING STEERING GROUP (2 seats – 1 substitute)	1 seat plus 1 substitute Cllr Maxi Martin Substitute: Cllr Nick Draper	1 seat Cllr Oonagh Moulton		

APPENDIX B

<p>JOINT CONSULTATIVE COMMITTEE WITH ETHNIC MINORITY ORGANISATIONS (5 seats plus representatives of Merton's ethnic minority organisations) No substitutes</p>	<p>3 seats inc chair Cllr Edith Macauley (Chair) Cllr Stan Anderson Cllr Laxmi Attawar</p>	<p>2 seats Cllr Logie Lohendran Cllr Suzanne Evans</p>		
<p>MEMBERS' SCHOOL STANDARDS PANEL (3 seats + 1 substitute)</p>	<p>1 seat plus 1 substitute Cllr Peter Walker (Chair) Substitute: Cllr Jeff Hanna</p>	<p>1 seat Cllr James Holmes</p>		<p>1 seat Cllr Mary-Jane Jeanes Substitute: Cllr Iain Dysart</p>
<p>STANDING ADVISORY COUNCIL ON RELIGIOUS EDUCATION (3 seats plus representatives of Christian and other denominations and teacher associations) No substitutes</p>	<p>2 seats Cllr Laxmi Attawar Cllr Richard Williams</p>	<p>1 seat Cllr Linda Taylor</p>		
<p>PENSION FUND ADVISORY COMMITTEE (3 seats)</p>	<p>2 seats inc chair Cllr Richard Williams (Chair) Cllr Mark Allison</p>	<p>1 seat Cllr Samantha George</p>		

OUTSIDE ORGANISATIONS - ALLOCATION OF SEATS TO GROUPS

ORGANISATION	LABOUR	CONSERVATIVE	MERTON PARK IND	LIB DEM
Compact Working Group (2)	1 seat Cllr Edith Macauley	1 seat Cllr Gilli Lewis Lavender		
Greater London Enterprise (1)	1 seat Cllr Stephen Alambritis			
Local Government Association (4)	2 seats Cllr Stephen Alambritis Cllr Agatha Akyigyina	1 seat Cllr David Simpson	1 seat Cllr Peter Southgate	
LGA – Urban Commission (2)	1 seat Cllr Russell Makin	1 seat Cllr Chris Edge		
London Councils – Greater London Employment forum (1) (To be appointed by the Executive Leader of the Council)	1 seat Cllr Mark Allison Substitute: Cllr Nick Draper			
London Councils Leaders' Committee (1) (To be appointed by the Executive Leader of the Council)	1 seat Cllr Stephen Alambritis Substitute: Cllr Mark Betteridge			

<p>London Councils Transport and Environment Committee (1)</p> <p>(To be appointed by the Executive Leader of the Council)</p>	<p>1 seat</p> <p>Cllr Andrew Judge</p> <p>Substitutes:</p> <p>Cllr Nick Draper Cllr Philip Jones Cllr Mark Allison</p>			
<p>London Councils Grants Committee (1)</p> <p>(To be appointed by the Executive Leader of the Council)</p>	<p>1 seat</p> <p>Cllr Edith Macauley</p> <p>Substitutes:</p> <p>Cllr Maxi Martin Cllr Mark Betteridge</p>			
<p>London Road Safety Council (2)</p> <p>(plus accident prevention officer)</p>	<p>1 seat</p> <p>Cllr Brenda Fraser</p>	<p>1 seat</p> <p>Cllr Maurice Groves</p>		
<p>London Home and Water Safety Council (1)</p> <p>(plus accident prevention officer)</p>	<p>1 seat</p> <p>Cllr Sam Thomas</p>			
<p>London Youth Games (1)</p>	<p>1 seat</p> <p>Cllr Nick Draper</p>			

APPENDIX C

Merton Priory Homes Board (4)	2 seats Cllr Judy Saunders Cllr Russell Makin	1 seat Cllr Maurice Groves	1 seat Kryisia Williams	
Merton and Sutton Joint Cemetery Board (5)	3 seats Cllr Stan Anderson Cllr Agatha Akyigyina Cllr Geraldine Stanford	2 seats Cllr Rod Scott Cllr Margaret Brierly		
Mitcham Common Conservators (4)	2 seats Cllr Judy Saunders Cllr Martin Whelton	2 seats Cllr Ray Tindle Cllr David Dean		
North East Surrey Crematorium Board (3)	2 seats Cllr Philip Jones Cllr Geraldine Stanford	1 seat Cllr Margaret Brierly		
Pollards Hill Estates Committee	2 seats (ward based) Cllr Martin Whelton Cllr Jeff Hanna	1 seat Cllr Maurice Groves		
Safer Merton (2)	1 seat Cllr Edith Macauley	1 seat Cllr David Simpson		

**JOINT HEALTH OVERVIEW AND SCRUTINY COMMITTEE TO REVIEW
BETTER SERVICES BETTER VALUE FOR SOUTH WEST LONDON**

1. The South West London Joint Health Overview and Scrutiny Committee is established by the London Boroughs of, **Richmond upon Thames, Wandsworth, Kingston, Sutton, Merton and Croydon** in accordance with s.245 of the NHS Act 2006 and the Local Authority (Overview and Scrutiny Committees Health Scrutiny Functions) Regulations 2002.
2. The purpose of the Joint Committee is to:
 - (a) Review and comment on the proposed constitution arrangements for the better Services better Value proposals prior to the start of the consultation.
 - (b) Review and respond to the Better Service Better Value proposals
 - (c) Exercise the power of referral to the Secretary of State for Health if the Committee is of the opinion that the consultation has been inadequate or the proposals are not ‘in the interests’ of the NHS
 - (d) Review the formal response of the NHS to the Committees consultation response.”
3. The Joint Committee will consist of 2 Councillors nominated by each of the Boroughs Overview and Scrutiny and appointed in accordance with local procedure rules and with political balance requirements unless the latter is waived by the individual borough. Appointments will last for the life of the Committee unless notified by relevant authority where by a new member will be appointed. A Chairman and Vice Chairman will be elected by the JHOSC at its first meeting, also for the life of the Committee, or until such time that a replacement becomes necessary when a vote will be taken at the next JHOSC to elect a Chairman / Vice Chairman.
4. The life of the Committee shall be from the time that the first formal meeting is called until the completion of its review of the response from NHSSWL to comments made by the JHOSC. At April 2013 the JHOSC will review, and vote upon, the necessity of its continuation.
5. The Joint Committee will form and hold public meetings, unless the public is excluded by resolution under section 100a (4) Local Government Act 1972 / 2000, in accordance with a timetable agreed upon by all Boroughs and subject to the statutory public meeting notice period.

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Appendix E

Terms of Reference of Consultative and other Bodies

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Conservation and Design Advisory Panel

Membership: Open Membership including 5 Merton Councillors

Constituted by: Council

Powers and Duties determined by: Council

Authority: Article 10 of the Constitution

Functions

- a) To promote good design and conservation in the urban environment.
- b) To advise on matters concerning the care, maintenance and enhancement of the Borough's built heritage, including Conservation Areas Management plans and character appraisals, Urban Villages, Urban Centres, Town Centres and other areas containing heritage assets.
- c) To advise on the preservation of buildings of special architectural or historic interest, both on the Statutory List and the Local List.
- d) To advise on archaeological matters.
- e) To advise on Parks and Gardens issues.
- f) To advise on the Conservation Area and archaeological implications of Development briefs, Planning briefs, Design briefs and Statements.
- g) To advise on design and conservation based area regeneration initiatives and schemes, and review their implementation.
- h) To provide urban design advice on major road proposals, major traffic management schemes, and policy for street materials, signage and street furniture in the Borough, and landscaping work within the public domain.
- i) To advise on the designation and review of Conservation Areas, Areas of Distinctive Quality, and other built heritage designations, and on additions and deletions to the Local List of Buildings.
- j) To advise on the preparation and review of the Local Development Framework documents and Supplementary Planning documents, in relation to Conservation Areas, archaeology, Listed and Locally Listed Buildings, building design and Urban Design matters.
- k) To advise on any other matters, not mentioned above, which may be referred to the Advisory Panel by the Director of Environment and Regeneration, in consultation with the Chair of the Panel, on the grounds that it would be beneficial to the Council to seek the views of the Panel on the matter concerned.

Corporate Parenting Board

Membership: See Section 4 below

Constituted by: Council

1. Overall purpose of the Group

To ensure a structured and effective approach to corporate parenting in Merton that supports good outcomes and high aspirations for, and actively engages with the views of, children and young people.

2. Focus of the Group

The Group will support achievement in, and monitor progress against, the five outcomes for the following children and young people:

- Young people in residential care
- Children and young people in foster care
- Children placed for adoption
- Young people (up to 24 years) who are care leavers
- Disabled children and young people who receive short break services
- Education of children and young people in public care
- Health needs of children and young people in public care
- Children in need, including those in need of safeguarding
- Young people in custody
- Young people in Merton schools but under the care of other local authorities
- LBM Children placed out of the Borough in schools out of the Borough
- Unaccompanied young people

3. Aims and objectives of the Group

3.1. Provide strategic direction

3.2. Ensure quality and impact

3.3. Engage stakeholders

3.4. Maximise resources

4. Membership

The Group has an independent Chair and a total of 13 members. These members include; 2 elected members and 2 members of the CYPSP, 2 further members representing the leadership of Merton's Corporate Parenting activity (LAC team managers), 3 members with specific Corporate Parenting expertise (Early years,

Virtual School Headteacher and Participation Officer), and 4 key leaders from health, voluntary sector, the community and other key services . Essential occasional attendance will be required from other areas of the Council e.g. Housing, Regeneration, Planning, Adult Services, FE and Youth Services.

A wide group of young people will be involved – representatives at separate meetings at least 6 times per year. Representation will be from a range of young people which varies and evolves throughout the year. All young people will be supported by our LBM Participation Officer and a group will meet in advance of every meeting to prepare their own agenda items. These meetings will also respond to requests and enquiries from the Corporate Parenting Strategic Governance Group.

5. Reporting

Regular reporting (monthly), Exceptional reporting (only as required), Quarterly reporting, biannual reports and annual reporting will be required;

Joint Consultative Committee with Ethnic Minority Organisations

Membership: 5 Merton Councillors and representatives of Community Organisations

Constituted by: Council

Powers and Duties determined by: Council

Authority: Section 76 Race Relations Act 1976 and Race Relations (Amendment) Act 2000 and Article 10 of the Constitution

Functions

- a) To advise and make recommendations upon strategic policy issues relating to:
 - (i) Issues of local concern to the ethnic minority communities
 - (ii) Provision of Council services and resources, with reference to the needs of local ethnic minority communities
 - (iii) The elimination of discriminatory practices and racial prejudice in the delivery of Council services
 - (iv) The promotion of equal opportunities and good relations between different groups
 - (v) Applications for financial grant from Merton Council, Central Government, EC and other external funding organisations in aid of projects affecting local ethnic minority people.
- b) To contribute to and monitor the Council's Equality and Diversity Statement and Policy and the Race Equality commitments of the Corporate Equality Scheme

Members' School Standards Panel

Membership: 3 members one of whom shall be Chair

Constituted by: Council

Powers and Duties determined by: Council

Authority: Article 10 of the Constitution

Functions

- a) The Panel will meet half termly
- b) OFSTED Inspection Reports
 - (i) Receive all OFSTED Inspection reports and discuss the outcomes with the head teacher, the chair of the governing body and one other representative governor.
 - (ii) Support each school's governing body in the development of an appropriate, relevant and effective action plan in response to the inspection report.
 - (iii) Request the Chief Inspector to write to the chair of the governing body to summarise the meeting, and where appropriate, to follow up on the implementation of the school's action plan where the OFSTED report indicates that the school is performing below expected levels in significant aspects. In such a case the school will be allocated to the appropriate category as set out in the Support and Monitoring Framework.
- c) Support and Monitoring Framework
 - (i) Receive a termly oral report from the Chief Inspector of the outcomes of the half-termly Phase Group meetings, including a list, confidential between the MRP and the Chief Inspector, of the performance levels of all schools.
 - (ii) Receive all monitoring reports from schools undergoing support and monitoring at level D, and confirm decisions made by the School Improvement Group (SIG).
 - (iii) Receive all monitoring reports from schools at level E of the Support and Monitoring Framework and confirm decisions made by the Schools Improvement Group. The final report will go to the Cabinet Portfolio holder for a decision on further action with a recommendation from the Panel.
- d) Formal Warning Notices
 - (i) Recommend to Cabinet Portfolio holder the issue of a Formal Warning Notice to a governing body where the governing body refuse to take the necessary action to address serious weakness. In some circumstances, this may need to be carried out in the form of urgency under delegated powers.

- (ii) Recommend to Cabinet Portfolio holder the appointment of additional governors where a governing body does not comply with a Formal Warning Notice, and/or the suspension of a school's delegated budget.

Standing Advisory Council On Religious Education

Membership:

See section 3 below

Constituted by: Council

Powers and Duties determined by: Section 390 of the Education Act 1996

Authority: Section 390 of the Education Act 1996

The Council shall be called the Merton SACRE (Standing Advisory Council on Religious Education).

It is established under Section 3.90 – 3.97 of the Education Act 1996 as amended.

1. Role and functions

- a) To advise the LA on such matters concerned with school worship and with Religious Education according to an Agreed Syllabus as the LA may request or as the SACRE may see fit.
- b) These matters might include methods of teaching and choice of materials to deliver the Agreed Syllabus.
- c) To evaluate how well the Agreed Syllabus supports the provision of Religious Education provision in schools.
- d) To receive, and determine whether an application from a Head Teacher to vary the requirement for worship of a broadly or mainly Christian character, is appropriate for the whole school or for groups of pupils.
- e) To publish an annual report on the work of SACRE and to circulate this to Headteachers, to QCDA and to the appropriate Council Committee and senior officers in Children Schools and Families Department.
- f) To set up a Statutory Conference at any time if, in the opinion of SACRE, it becomes necessary to review the Authority's agreed syllabus and to do so at least every five years.
- g) To advise, if requested, on matters arising from the Authority's Complaints Procedures under Section 23 of the Education Reform Act 1988.

2. Officers

- a) The Director of Merton's Children, Schools and Families Department, or such other senior officer/s as s/he may designate, shall attend and participate in discussions in the SACRE as professional adviser/s and make appropriate arrangements to support the administration of the SACRE and its meetings.

3. Membership

- a) In accordance with the provisions of the Education Reform Act 1988 (Section 11(4)): The SACRE is to comprise four groups representing:
Committee A
Such religions and belief groups as, in the opinion of the Council, will appropriately reflect the principal religious and belief traditions in the Borough of Merton.
Committee B
The Church of England.
Committee C

Such associations representing teachers as, in the opinion on the Local Authority, ought, having regard to the circumstances of the borough, to be represented.

Committee D

The Local Authority.

- b) The Authority may, after appropriate consultation with the denomination/association concerned, remove a member of the SACRE, if in the opinion of the Authority, that member ceases to be representative of the denomination or belief group s/he was appointed to represent.

4. Term of office of members

Members of Group D (elected members) shall be elected at the Annual Meeting of Merton Council.

5. Vacancies

- a) A member appointed to fill a vacancy shall hold office only for the unexpired term of office of the member in whose place s/he is appointed.
- b) Any vacancy occurring within three months of the expiration of the term of office of a member need not be filled.
- c) The validity of proceedings of the SACRE or of the members of the SACRE of any particular category shall not be affected:
 - I. By a vacancy in the office of any member of the Council; or
 - II. On the grounds that a member of the Council appointed to represent any denomination or associations does not at the time of the proceedings represent the denomination or associations in question.

6. Deputies

Only named deputies may attend or vote in place of a member.

7. Chair and Vice-Chair

- a) The Chair and Vice Chair shall be elected annually by the SACRE members following nomination at the first SACRE meeting of the council year. Nominations should be made to the clerk prior to the start of the meeting.
- b) If there is more than one nomination for each position then a secret ballot will take place. In the event of a tie the previous chair has the casting vote.
- c) In the case of no nominations an executive group consisting of a member of each committee shall be set up.

8. Voting

- a) SACRE
Each representative group shall be entitled to one vote on any question to be decided by the whole SACRE, totalling four votes in all. Decisions made by the SACRE require a majority vote.
- b) Representative Groups
Decisions made within each representative group, including how to cast that group's vote on any question to be determined by the whole SACRE, require a majority vote.

9. Co-options

- a) The SACRE may co-opt further members if it is felt that the existing members do not adequately reflect the principal belief groups and/or religious traditions of the area, or for particular purposes and such length of time as representative groups on the SACRE shall decide.
- b) Such co-opted members may participate fully in the discussion of the SACRE but may not vote or participate in the co-option of others.

10. Quorum

A quorum shall consist of one third of the members and which must include representation from each of the four committee groups.

11. Frequency of meetings

- a) The SACRE shall normally meet at least once in every school term. It is for each of the four constituent groups to determine whether it wishes to meet on an ad hoc basis outside meetings of the full Council.
- b) The chair may call an extraordinary meeting if this agreed at a preceding quorate meeting.

12. Notice of meetings

At least five clear working days before each meeting of the SACRE the clerk shall send notice to every member setting out the business to be transacted. Items for the agenda may be submitted by any of the four groups, and such items should be sent to the Clerk not less than 14 days before a meeting.

13. Minutes

The minutes of each meeting shall be sent by the Clerk to each member as soon as practicable after a meeting. The minutes shall be confirmed and signed at the next meeting.

14. Submission of resolutions to the Cabinet

The Clerk shall submit to the following meeting of the Cabinet any resolution of the SACRE addressed to that Committee.

15. Availability of papers to the public

All papers of the SACRE shall be available on the local authority's website, except in relation to any matter deemed by the SACRE to be confidential.

Pension Fund Investment Advisory Panel

Membership: Voting - 3 Councillors. Non-voting - Chief Finance Officer (or delegate), Treasury Services Manager, Staff Side Representative, Pensioner Representative)

Constituted by: Council

Powers and Duties determined by: Council

Authority: (Section 102(4) Local Government Act 1972)

Functions

- a) To establish, in consultation with relevant advisors, appropriate investment policy for the Pension Fund, and to advise General Purposes Committee accordingly
- b) To advise officers on the exercise of their delegated powers concerning the management and investment strategy of the Pension Fund and to report to and advise General Purposes Committee as appropriate.
- c) To monitor the performance of the Pension Fund relative to its objectives, benchmarks and targets, and to prompt remedial action as necessary
- d) To review the draft Annual Report and Accounts for the Pension Fund, and provide comments to the General Purposes Committee and Audit Committee in respect of the investment matters reported therein.

South West London Joint Waste Management Working Party

Membership: 2

Constituted by: Cabinet

Powers and Duties determined by: Cabinet

Authority: Cabinet

Functions:

- a) To advise the Cabinet on the Development of the Joint Waste Development Plan Document

Street Management Advisory Committee

Membership: 6 Councillors

Constituted by: Cabinet

Powers and Duties determined by: Cabinet/Cabinet Member for Environment and Regeneration

Authority: Cabinet

Functions:

To advise the Cabinet Member for Environment and Traffic Management on any matter that the Cabinet Member refers to the Committee for consideration.

Cabinet Portfolios

1. Leader of the Council – Cllr Stephen Alambritis

2. Deputy Leader and Cabinet Member for Performance and Implementation – Cllr Mark Betteridge

Ensuring implementation of key pledges including wheeled bins, bulky waste collection, improved street sweeping, tackling flytipping and graffiti, low council tax and fair parking charges. Lead member for parking services, waste services and waste operations. Driving improvements in council performance and leading performance review meetings. Responsible for customer satisfaction and provision of good quality services. Monitoring progress of council wide strategic approach to customer services and community support and access. Responsible for effective communication with residents.

3. Cabinet Member for Finance – Cllr Mark Allison

Leading on the change management agenda with responsibility for driving through value for money and efficiency within the council and cutting out waste and bureaucracy. Leading on the budget, including the development of revenue, capital and debt management strategies. Responsible for corporate finance, IT and audit, human resources, civic and legal services, and risk management.

4. Cabinet Member for Environmental Sustainability and Regeneration – Cllr Andrew Judge

Leading on improving the physical environment in which people live and work. Ensuring maximum recycling and utilization of waste, leading on waste contracts. Ensuring the maximum of renewable and low carbon energy. Protecting the fauna and flora in our natural environments. Encouraging sustainable activity by local community groups in allotments, parks and open spaces, including, where appropriate, the transfer of assets to community trusts. Lead on asset management, traffic and highways, fleet transport and transport planning, development and building control, spatial policy, environmental health, commercial and trading standards, green spaces. Leading on regeneration and neighbourhood renewal initiatives including Colliers Wood/South Wimbledon and Mitcham and Morden town centres. Overseeing major projects in Wimbledon. Building a vision in conjunction with local residents for the future of our neighbourhoods. Economic Development. Liaison with and support of the Business Community.

5. Cabinet Member for Adult Social Care and Health – Cllr Linda Kirby

Community care services including relations with local Primary Care Trust and health organisations and progress on Better Services Better Value programme. Healthy living schemes. Social services for adults, services for adults with learning disabilities and mental health services. Older people's services including support for carers, day care for the elderly and meals on wheels, working alongside the National Health Service. Leading on personalisation and choice issues. Public Health and Health and Wellbeing Board.

6. Cabinet Member for Community Safety, Engagement and Equalities – Cllr Edith Macauley

Community partnerships including specific focus on voluntary sector. Looking into the management of grants to community groups. Looking at decisions of Grants Committee and Merton Compact Board. Development of Controlled Drinking Zones. Reducing the threat of crime and anti-social behaviour in Merton and working closely with Police and Community Safety partnerships. Leading on community engagement, including Community Plan, and increased participation in local decision making. Engaging young people in the life of the community eg Youth Parliament and their responsibilities as part of the whole community. Ensuring all equalities strands (gender, race, disability, sexual orientation, gender reassignment, pregnancy/maternity, religion/belief and age) are embedded throughout council performance.

7. Cabinet Member for Children’s Services – Cllr Maxi Martin

Covering the full statutory role as lead member for Children. Development of the Children’s Trust. Overall responsibility for tackling child poverty. Children’s care services and disabled children, including Special Educational Needs. Early years and childcare, extended schools and children’s centres. Leading on improvement in youth services. Responsible for youth justice. Corporate parenting and ensuring our looked after children succeed. Ensuring strong prevention work with families, supported by partners. Strong safeguarding through Local Safeguarding Children’s Board partnership. Delivering purposeful intervention to prevent care and promote permanency.

8. Cabinet Member for Education – Cllr Martin Whelton

Overarching management of education. Leading on the planning, development and expansion of the schools estate. Raising standards at each key stage in schools, especially GCSE KS4. Championing fair access. Strategic schools issues. Responsibility for Smart Centre (PRU) and exclusions. Governor training and support. School meals and sports and fitness. 14-19 agenda including skills. Improving scope of adult education service, encouraging participation and provision for all, including improving transitions for those previously excluded from education into mainstream education, work and training.

9. Cabinet Member for Community and Culture – Cllr Nick Draper

Leading on libraries including: ensuring that library services are accessible to all; supervising investment, improvement and building on new technology in libraries. Maximising use of library buildings. Leisure operations and development. Olympics legacy. Arts and culture development. Heritage and tourism. Ensuring licensing policy and its consequences work in the interests of all citizens. Responsible for housing strategy, developing relations with Housing Associations and promoting the needs of tenants and leaseholders. Ensuring delivery of promises by Merton Priory Homes. Housing needs. Ensuring sufficient supply of affordable housing.