

Merton Council Council

17 May 2023

Supplementary agenda: Item 6 Appendices A-D

6 Constitution of committees and other bodies

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COMMITTEES, SUB-COMMITTEES AND SCRUTINY BODIES 2023-24

COMMITTEE	LABOUR	LIBERAL DEMOCRATS	CONSERVATIVE	MERTON PARK IR	Terms Of Reference
<p>OVERVIEW AND SCRUTINY COMMISSION (11 seats + 4 voting Co-opted Members) Substitutes allowed</p> <p>Page 1</p>	<p>Cllr Mike Brunt (Vice-Chair) (O&S) Cllr Usaama Kaweesa (CYP) Cllr Stuart Neaverson (SCS) Cllr Agatha Akyigyina (HCOP) Cllr Billy Hayes Cllr Laxmi Attawar</p> <p>Substitutes: Cllr Caroline Charles Cllr Sheri-Ann Bhim</p>	<p>Cllr John Oliver Cllr Paul Kohler Cllr Tony Reiss</p> <p>Substitutes: Cllr Robert Page Cllr Anthony Fairclough</p>	<p>Cllr Nick McLean</p> <p>Substitute: Cllr Thomas Barlow</p>	<p>Cllr Edward Foley (Chair)</p> <p>Substitute: Cllr Stephen Mercer</p>	<p>No change to existing terms of reference set out in the constitution</p>
<p>HEALTHIER COMMUNITIES AND OLDER PEOPLE OVERVIEW AND SCRUTINY (9 seats) Substitutes allowed</p>	<p>Cllr Agatha Akyigyina (Chair) Cllr Slawek Szczepanski Cllr Caroline Charles Cllr Laxmi Attawar Cllr Joan Henry</p> <p>Substitutes: Cllr Linda Kirby Cllr Sheri-Ann Bhim</p>	<p>Cllr Jenifer Gould (Vice-Chair) Cllr Simon McGrath</p> <p>Substitutes: Cllr Jil Hall Cllr Tony Reiss</p>	<p>Cllr Max Austin Cllr Eleanor Cox</p> <p>Substitute: Cllr Michael Paterson</p>	<p>No change to existing terms of reference set out in the constitution</p>	

COMMITTEE	LABOUR	LIBERAL DEMOCRATS	CONSERVATIVE	MERTON PARK IR	Terms of Reference
CHILDREN AND YOUNG PEOPLE OVERVIEW AND SCRUTINY PANEL (9 seats) Substitutes allowed	Cllr Usaama Kaweesa (Chair) Cllr James Williscroft Cllr Michael Butcher Cllr Caroline Charles Cllr Linda Kirby Cllr Billy Hayes Substitutes: Cllr Joan Henry Cllr Dan Johnston	Cllr Chessie Flack (Vice-Chair) Cllr Jil Hall Cllr Samantha MacArthur Substitutes: Cllr Jenifer Gould Cllr Robert Page	Cllr Andrew Howard Substitute: Cllr Max Austin		No change to existing terms of reference set out in the constitution
SUSTAINABLE COMMUNITIES OVERVIEW AND SCRUTINY PANEL (13 seats) Substitutes allowed	Cllr Stuart Neaverson (Chair) Cllr Martin Whelton Cllr James Williscroft Cllr Dan Johnston Cllr Marsie Skeete Cllr Slawek Szczepanski Cllr Mike Brunt Substitutes: Cllr Caroline Charles Cllr Marsie Skeete	Cllr Anthony Fairclough Cllr John Braithwaite Cllr Victoria Wilson Substitutes: Cllr Samantha MacArthur Cllr Klaar Dresselaers	Cllr Daniel Holden (Vice-Chair) Cllr Nick McLean Substitute: Cllr Max Austin	Cllr Stephen Mercer Substitute: Cllr Edward Foley	No change to existing terms of reference set out in the constitution

COMMITTEE	LABOUR	LIBERAL DEMOCRATS	CONSERVATIVE	MERTON PARK IR	Terms of Reference
APPOINTMENTS COMMITTEE (10 seats) No substitutes	Cllr Ross Garrod (Chair) Cllr Eleanor Stringer Cllr Billy Christie Cllr Brenda Fraser Cllr Natasha Irons	Cllr Anthony Fairclough Cllr Simon McGrath Cllr Kirsten Galea	Cllr Nick McLean		No change to existing terms of reference set out in the constitution
HEALTH AND WELLBEING BOARD (3 seats plus officers, statutory and non-statutory representatives) Proportionality does not apply	Cllr Peter McCabe (Chair) Cllr Brenda Fraser	Cllr Jenifer Gould			No change to existing terms of reference set out in the constitution
BOROUGH PLAN ADVISORY COMMITTEE (these appointments will come into force only if recommendation E is not agreed)	Cllr Aidan Mundy (Chair) Cllr Caroline Charles Cllr James Williscroft Cllr Sheri-Ann Bhim	Cllr Matthew Willis (Vice-Chair) Cllr Kirsten Galea Substitute: Cllr Jil Hall	Cllr Daniel Holden		

COMMITTEE	LABOUR	LIBERAL DEMOCRATS	CONSERVATIVE	MERTON PARK IR	Terms of Reference
STANDARDS AND GENERAL PURPOSES COMMITTEE (12 seats plus 2 Independent Persons) Substitutes allowed	Cllr Martin Whelton (Chair) Cllr Edith Macauley Cllr Caroline Charles Cllr Billy Hayes Cllr Laxmi Attawar Cllr Sheri-Ann Bhim Cllr Marsie Skeete Substitutes: Cllr Michael Butcher Cllr James Williscroft	Cllr John Oliver (Vice-Chair) Cllr John Braithwaite Cllr Robert Page Cllr Victoria Wilson Substitutes: Cllr Samantha MacArthur Cllr Simon McGrath	Cllr Michael Paterson Substitute: Cllr Andrew Howard		No change to existing terms of reference set out in the constitution
JOINT HEALTH COMMITTEES					
SOUTH WEST LONDON AND SURREY JOINT HEALTH OVERVIEW AND SCRUTINY COMMITTEE (JHOSC) (2 seats) Substitutes allowed	Cllr Peter McCabe Substitute: Cllr Caroline Charles	Cllr Jenifer Gould Substitute: Cllr Susie Hicks			No change to existing terms of reference set out in the constitution

REGULATORY AND QUASI JUDICIAL BODIES

COMMITTEE	LABOUR	LIBERAL DEMOCRATS	CONSERVATIVE	MERTON PARK IR	Terms of Reference
LICENSING COMMITTEE (Licensing Act and Gambling Act purposes) (13 seats) No substitutes	Cllr Edith Macauley (Chair) Cllr Martin Whelton Cllr James Williscroft Cllr Mike Brunt Cllr Caroline Charles Cllr Helena Dollimore Cllr Joan Henry	Cllr Paul Kohler (Vice-Chair) Cllr Jil Hall Cllr Samantha MacArthur Cllr Robert Page	Cllr Michael Paterson	Cllr Stephen Mercer	No change to existing terms of reference set out in the constitution
LICENSING COMMITTEE (Miscellaneous) (13 Seats) No substitutes	Membership as for Licensing Committee				
LICENSING SUB-COMMITTEE (of above committee) (3 seats)	Any 3 members of the Licensing Committee				

<p>PLANNING APPLICATIONS COMMITTEE (10 seats) Substitutes allowed</p>	<p>Cllr Aidan Mundy (Chair) Cllr Martin Whelton Cllr Michael Butcher Cllr Dan Johnston Cllr Sheri-Ann Bhim Cllr Billy Hayes</p> <p>Substitutes:</p> <p>Cllr Caroline Charles Cllr Stuart Neaverson</p>	<p>Cllr Matthew Willis (Vice-Chair) Cllr Simon McGrath</p> <p>Substitutes:</p> <p>Cllr Kirsten Galea Cllr Susie Hicks</p>	<p>Cllr Thomas Barlow</p> <p>Substitute:</p> <p>Cllr Nick McLean</p>	<p>Cllr Edward Foley</p> <p>Substitute:</p> <p>Cllr Stephen Mercer</p>	<p>Amended Terms of Reference are set out in Appendix E of the report</p>
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APPENDIX B

**CONSTITUTION OF CONSULTATIVE FORUMS AND OTHER BODIES AND ALLOCATION OF SEATS TO
GROUPS 2023-24**

COMMITTEE	LABOUR	LIBERAL DEMOCRATS	CONSERVATIVE	MERTON PARK IR
COMMUNITY FORUMS – appointment of Chair				
COLLIERS WOOD COMMUNITY FORUM	Cllr Linda Kirby (Chair)			
MITCHAM COMMUNITY FORUM	Cllr Aidan Mundy (Chair)			
MORDEN COMMUNITY FORUM	Cllr Caroline Charles (Chair)			
RAYNES PARK COMMUNITY FORUM NB. local arrangements in respect of this forum put in place additional meetings with the Chair rotated and drawn from the four wards covered	N/A	N/A	N/A	N/A
WIMBLEDON COMMUNITY FORUM	N/A	Cllr Paul Kohler (Chair)		

<p>CORPORATE PARENTING STEERING GROUP (2 seats Cabinet Member for Young People & Opposition member on CYP Scrutiny) No substitutes</p>	<p>Cllr Brenda Fraser</p>	<p>Cllr Chessie Flack</p>		
<p>COMMITTEE</p>	<p>LABOUR</p>	<p>LIBERAL DEMOCRATS</p>	<p>CONSERVATIVE</p>	<p>MERTON PARK IR</p>
<p>JOINT CONSULTATIVE COMMITTEE WITH ETHNIC MINORITY ORGANISATIONS (6 seats plus representatives of Merton's ethnic minority organisations) Substitutes allowed</p>	<p>Cllr Edith Macauley (Chair) Cllr Agatha Akyigyina Cllr Slawek Szczepanski Cllr Marsie Skeete</p>	<p>Cllr Hina Bokhari Cllr Jenifer Gould</p> <p>Substitute: Cllr Kirsten Galea</p>	<p>Cllr Nick McLean</p> <p>Substitute: Cllr Max Austin</p>	
<p>MEMBERS' SCHOOL STANDARDS PANEL (3 seats + 1 substitute)</p>	<p>Cllr Caroline Charles Cllr Agatha Akyigyina Chair TBC from one of the above</p> <p>Substitutes: Cllr Mike Brunt</p>	<p>Cllr Chessie Flack</p>		
<p>PENSIONS COMMITTEE (3 seats)</p>	<p>Cllr Laxmi Attawar (Chair) Cllr Billy Christie</p>	<p>Cllr John Braithwaite (Vice-Chair)</p>		

COMMITTEE	LABOUR	LIBERAL DEMOCRATS	CONSERVATIVE	MERTON PARK IR
STANDING ADVISORY COUNCIL ON RELIGIOUS EDUCATION (3 seats plus representatives of Christian and other denominations and teacher associations) No substitutes	Note – SACRE elects its own chair Cllr Usaama Attawar Cllr Laxmi Attawar	Cllr Klaar Dresselaers		

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APPENDIX C

CONSTITUTION OF CONSULTATIVE FORUMS AND OTHER BODIES AND ALLOCATION OF SEATS TO GROUPS 2023-24

ORGANISATION	LABOUR	LIBERAL DEMOCRATS	CONSERVATIVE	MERTON PARK IR
Compact Working Group (2 seats)	Cllr Eleanor Stringer	Cllr Samantha MacArthur		
Local Government Association (4 Seats)	Cllr Ross Garrod Cllr Aidan Mundy	Cllr Anthony Fairclough	Cllr Nick McLean	
LGA Urban Commission (1 seat)	Cllr Andrew Judge			
LGIU – Local Government Information Unit (To be appointed by the Executive Leader of the Council)	Cllr Ross Garrod			
London Councils – Greater London Employment forum (1 Seat) (To be appointed by the Executive Leader of the Council)	Cllr Eleanor Stringer Substitute: Cllr Billy Christie			

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ORGANISATION	LABOUR	LIBERAL DEMOCRATS	CONSERVATIVE	MERTON PARK IR
London Councils Leaders' Committee (1 Seat) (To be appointed by the Executive Leader of the Council)	Cllr Ross Garrod			
London Councils Transport and Environment Committee (1 Seat) (To be appointed by the Executive Leader of the Council)	Cllr Natasha Irons Substitute: Cllr Stephen Alambritis			
London Councils Grants Committee (1 Seat) (To be appointed by the Executive Leader of the Council)	Cllr Ross Garrod Substitute: Cllr Eleanor Stringer Cllr Billy Christie			
London Councils Pensions CIV (Common Investment Vehicle) (Sectoral) Joint Committee (1 seat and 2 substitutes)	Cllr Laxmi Attawar Substitutes: Cllr Billy Christie			
London Road Safety Council (2 seats plus accident prevention officer)	Cllr Agatha Akyigyina	Cllr Susie Hicks		
London Youth Games (1 seat)	Cllr Caroline Cooper-Marbiah			

ORGANISATION	LABOUR	LIBERAL DEMOCRATS	CONSERVATIVE	MERTON PARK IR
Merton Community Panel (Clarion Housing) (2 Seats)	Cllr Caroline Charles Substitute: Cllr Slawek Szczepanski	Cllr Klaar Dresselaers		
Merton and Sutton Joint Cemetery Board (Chair and Vice-Chair rotate between Merton and Sutton, appointed by the Board) (5 Seats)	Cllr James Williscroft Cllr Caroline Charles Cllr Agatha Akyigyina	Cllr Hina Bokhari	Cllr Michael Paterson	
Mitcham Common Conservators (4 Seats)	Cllr Martin Whelton Cllr Dan Johnston Cllr Natasha Irons	Cllr Jenifer Gould		
North East Surrey Crematorium Board (3 Seats)	Cllr James Williscroft Cllr Caroline Charles	Cllr John Oliver		
Pollards Hill Community Committee (2 Seats)	Cllr Martin Whelton Cllr Slawek Szczepanski			

ORGANISATION	LABOUR	LIBERAL DEMOCRATS	CONSERVATIVE	MERTON PARK IR
Safer Merton (2 seats)	Cllr Eleanor Stringer	Cllr Susie Hicks		
Wandle Valley Regional Park Trust	Cllr Natasha Irons			
SW LONDON JOINT WASTE MANAGEMENT COMMITTEE (2 seats, Cabinet members)	Cllr Natasha Irons Cllr Billy Christie Substitutes: Cllr Eleanor Stringer Cllr Andrew Judge			
Capital Letters (London) Limited (‘Capital Letters’ Boroughs’ Representative Body (BRB) (1 Seat)	Cllr Andrew Judge			
Tenants Champion	Cllr Caroline Charles			

Living Wage Champion	Cllr Billy Hayes			
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Leader of the Council – Cllr Ross Garrod

- Chair of Cabinet
- Leader of the Council

Cabinet Member for Children’s Services – Cllr Brenda Fraser

- Covering the full statutory role as Lead Member for Children’s Services
- Ensure the Children’s Trust is fulfilling its partnership role
- Early Help and children’s social care services including disabled children
- Supporting families to stay together wherever appropriate, and promoting security and stability when children do come into our care
- Corporate parenting and ensuring our looked after children succeed
- SEND support and statutory duties related to SEND
- Early years, childcare, and children’s centres
- Strong safeguarding through the Merton Safeguarding Children’s Partnership.
- Youth Justice Service and prevention of youth crime
- Joint responsibility for Merton’s Violence Against Women and Girls (VAWG) Strategy

Cabinet Member for Education and Lifelong Learning – Cllr Sally Kenny

- Leading on education across the life span
- Leading on the planning, development and management of the schools estate
- Ensuring the highest standards in schools when they are inspected by Ofsted and at statutory points of assessment, and minimising the impact of austerity on educational outcomes
- Championing equality of access and outcomes for all pupils including oversight of admissions
- Leading on developments in youth services and engaging young people in the life of the community e.g. Youth Parliament and Young Inspectors
- Leading on preparing young people for transition into adulthood, the world of work, training and further and higher education
- Ensuring the best attendance by all pupils, reducing the need for exclusions and ensuring inclusive practice across all schools and settings
- Oversight of DSG Safety Valve programme (with the Lead Member for Finance and Corporate Services)
- Governor training and support
- Leading on apprenticeships and training.
- Deliver high quality and sustainable adult learning in order to improve the social, economic, health and wellbeing of our residents.

Cabinet Member for Finance and Corporate Services – Cllr Billy Christie

- Leading on the Council’s recovery agenda.
- Leading on performance monitoring and Service Planning.

- Member Lead on the Your Merton, a place-based vision for the borough's recovery from Covid-19
- Responsible for effective communication with residents.
- Leading on the budget, including the development of revenue, capital and debt management strategies
- Responsible for revenues and benefits and the Council's response to the cost of living crisis
- Responsible for corporate finance, IT and audit, human resources, civic and legal services, and risk management
- Driving improvements in council performance and leading budget and finance performance review meetings
- Overseeing scrutiny and the Council's registrars
- Leading on the promotion of the digital agenda
- Leading on the change management agenda with responsibility for driving through value for money and efficiency within the council
- Overseeing the Council procurement strategy
- Monitoring progress of council wide strategic approach to customer services and community support and access.
- Lead member on Emergency Planning

Cabinet Member for Local Environment, Green spaces and Climate Change – Cllr Natasha Irons

- Increasing recycling rates and overseeing the council's waste strategy and street cleaning services
- Ensuring contracts uphold best possible outcomes in effective management of waste and street cleansing.
- Focus on streetscene improvement, including initiatives around HMOs/flats above shops.
- Promoting campaigns against environmental crimes (fly-tipping, litter).
- Leading on parks and use of the borough's greenspaces.
- Ensuring management of contracts for parks and open spaces.
- Encouraging sustainable activity by local community groups in parks and open spaces.
- Responsibility for allotments and cemeteries
- Council lead on the Climate emergency
- Chair of Climate Change Implementation Committee
- Responsible for building links with residents, businesses and community groups to reduce carbon.
- Lead member for flood risk

Cabinet Member for Civic Pride – Cllr Eleanor Stringer

- Leading on efforts to boost trade and the local economy in town centres, supporting small businesses, markets and Business Improvement Districts
- Responsible for effective communication with businesses
- Overseeing the Regulatory Services Partnership
- Leading on trading standards and commercial environmental health

- Working with organisations in the borough's thriving arts and cultural Communities
- Ensuring all equalities strands (sex, race, disability, sexual orientation, gender reassignment, pregnancy/maternity, religion/belief, age, marriage and civil partnerships) are embedded throughout council performance and the impact on these groups of austerity is minimised
- Oversight of the Council's Equality Strategy and Equality Impact Assessments and drawing up an Equalities Charter
- Supporting the Merton Council staff BAME Forum
- Joint responsibility for Merton's Violence Against Women and Girls (VAWG) strategy
- Support and development of the LGBT+ forum
- Support and development of the Faith and Belief Forum
- Overseeing community engagement, including Community Plan, increased participation in local decision making and increasing social capital
- Overseeing the council's community partnerships, including specific focus on the voluntary sector.
- Promoting and rewarding local action and volunteering
- Leading on the management of grants to community groups and decisions of Grants Committee
- Chair of the Merton Compact Board.
- Overseeing voluntary sector organisations applying to become Refugee Community Sponsors
- Reducing the threat of crime and anti-social behaviour in Merton and working closely with Police and Community Safety partnerships
- Leading on a knife crime strategy for the borough
- Point of contact with Borough Command Unit and Deputy Mayor for Crime and Safety
- Overseeing CCTV operations
- Joint responsibility for Merton's Violence Against Women and Girls (VAWG) strategy
- Oversight of the Council's Preventing Violent Extremism strategy
- Support and development of Merton's Armed Forces Community Covenant
- Support for refugees and those seeking sanctuary

Cabinet Member for Housing and Sustainable Development – Cllr Andrew Judge

- Responsible for housing strategy, developing relations with Housing Associations and promoting the needs of tenants and leaseholders.
- Responsible for delivery of environmentally sustainable development through the planning system
- Ensuring delivery of promises by Clarion Housing.
- Overseeing monitoring and enforcement of HMOs and rogue landlords, across Landlord Licensing and Article 4 Directions
- Leading on regeneration and neighbourhood renewal initiatives.
- Responsible for delivering statutory housing function relating the Housing Register and homelessness.
- Responsible homelessness strategy and rough sleeper services

- Responsible for administering the disabled facilities grant
- Housing Enforcement-Private sector disrepair, licensing and enforcement of HMOs
- Responsible for the Shared Lives Service
- Overall responsibility for planning policy.
- Leading on the development of the Local Plan.
- Overseeing major projects in town centres, with an emphasis on greening and sustainability
- Building a vision in conjunction with local residents for the future of our neighbourhoods.
- Overall responsibility for development and building control and spatial policy.
- Lead on asset management,

Cabinet Member for Transport – Cllr Stephen Alambritis

- Overall responsibility for transport planning policy and projects. This to include: Liaison with Transport for London and public transport providers
- Road safety and traffic management and reduction.
- 20mph borough
- Leading on policy for the Council's fleet and SEN transport
- Electric vehicle charging policy and delivery of EV charging infrastructure
- Car clubs and urban micro-mobility
- Increasing the number of step-free-access stations
- Lead member for liaison with Transport for London and strategic transport projects
- Lead member for Air Quality
- Responsible for greater community input into the design and execution of LTNs and provision of cycle hangars
- Lead member for active and sustainable travel, including school streets and cycling
- Parking services and overseeing the council's parking management strategy
- Responsible for attracting external investment into the borough to support overall aims for sustainable transport

Cabinet Member for Health and Social Care – Cllr Peter McCabe

- Leading on tackling inequalities in healthcare delivery across the borough
- Liaising with the NHS on maintaining all services at St Helier Hospital, development of Colliers Wood Surgery and development of a new medical centre in Mitcham
- Lead on Public Health, delivering its statutory duties including the Health and Wellbeing Board, Joint Strategic Needs Assessment, specified public health services, health protection oversight such as Covid-19 and support for the NHS, with focus on health improvement and reducing health inequalities for all ages.
- Chair of Health and Wellbeing Board.
- Ensuring Adult Social Care delivers its statutory duties under the Care Act 2014
- Ensuring the key principles under the Care Act of Prevention, Wellbeing and Independence are embedded in service delivery

- Lead on implementation of the Adult Social Care reforms namely; Integration, Charging and CQC Assurance
- Relationships with the local ICS (integrated care system) at place and the SWL ICS. The Primary Care Network (PCN) and wider health organisations, the voluntary sector while also ensuring that local health services are protected for Merton residents and the most vulnerable.
- Leading on tackling inequalities including tackling health inequality and health delivery across the borough
- Liaising with the NHS on maintaining and strengthening all services at St Helier Hospital, the development of Colliers Wood Surgery and development of a new wellbeing Centre in Mitcham
- Lead on Adult Social care for adults of working age with physical or learning disabilities
- Lead on Adult Social Care for older adults (+65)
- Lead on dementia and mental health services across health and care and keeping services at the Dementia Hub
- Responsibility for driving dementia-friendly policy, and high-quality dementia services in the borough
- Leading on personalised care and support.
- Lead member for addressing food poverty.
- Leading on support for informal carers
- Lead for care markets across a range of service settings, including residential care, nursing care, homecare and day opportunities for adults.

Cabinet Member for Sport and Heritage – Cllr Caroline Cooper-Marbiah

- Maximising the usage of our public libraries as community hubs so that they play an important prevention role for our communities and address inequalities.
- Continue to develop the offer by increasing partnership working and external funding.
- Continue to develop the Heritage & Local Studies Centre and deliver a year round programme of activities to raise awareness of Merton's rich heritage.
- Oversee the implementation of the borough's Heritage Strategy.
- Leading on libraries including maximising use of library buildings
- Overseeing leisure operations and development
- Lead member for promoting active lifestyles by leveraging functions across all council policy areas and collaborating with relevant Cabinet members
- Business opportunities in heritage and tourism
- Developing partnerships with sporting bodies

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