



**EAST STAFFORDSHIRE BOROUGH COUNCIL**

**REPORT COVER SHEET**

<b>Title of Report:</b>	Appointment of Committees	To be marked with an 'X' by Democratic Services after report has been presented
<b>Meeting of:</b>	Council 17 <sup>th</sup> May 2019	

<b>Is this an Executive Decision:</b>	NO	<b>Is this a Key Decision:</b>	NO
<b>Is this in the Forward Plan:</b>	NO	<b>Is the Report Confidential:</b>	NO



<b>If so, please state relevant paragraph from Schedule 12A LGA 1972:</b>	Non applicable
<p><b>Essential Signatories:</b></p> <p><b>ALL REPORTS MUST BE IN THE NAME OF A HEAD OF SERVICE</b></p> <p>Monitoring Officer: <b>Angela Wakefield</b></p> <p>Date ..... Signature .....</p> <p>Chief Finance Officer: <b>Sal Khan</b></p> <p>Date ..... Signature .....</p>	

**EAST STAFFORDSHIRE BOROUGH COUNCIL**

**Report to Council  
17<sup>th</sup> May 2019**

**REPORT TITLE:** Appointment of Committees  
**PORTFOLIO:** Leader of the Council  
**HEAD OF SERVICE:** Sal Khan  
**CONTACT OFFICER:** Chris Ebberley Ext. No. x1772  
**WARD(S) AFFECTED:** None specific

**1. Purpose of the Report**

- 1.1 For the Council to approve the number and allocation of Councillors to serve on Committees, to receive nominations to those committees from the political groups and to appoint those committees.

**2. Background**

- 2.1. In accordance with provisions set out in Section 15 of the Local Government and Housing Act 1989, the Council is required to review the representation of the different political groups on bodies appointed by the Council as soon as practicable following notification of a change of membership of any political group.
- 2.2. Following the Borough Elections on Thursday 2<sup>nd</sup> May 2019, this report provides an update on the ramifications for the Membership of the Committees and Sub Committees of the Council.

**3. Contribution to Corporate Priorities**

- 3.1. This report does not directly contribute to Corporate Priorities but the committees which are appointed will play an important role implementing the Corporate Plan.

#### 4. **Report**

4.1. Section 15 of the Local Government and Housing Act 1989 sets out the principles to be followed when determining the allocation of seats to political groups. The main principles, which must be satisfied sequentially, include:-

(a) That the number of seats on ordinary Committees/Bodies..... which are allocated to each political group bears the same proportion to the total of all the seats on the ordinary Committees of that Authority, as is borne by the number of Members of that group to the membership of the Authority (i.e. the allocation of the TOTAL number of seats available must mirror the political make-up of the Authority).

(b) That the number of seats on the Body (Committee, etc.), which are allocated to each political group, bears the same proportion to the number of all the seats on that Body as is borne by the number of Members of that group to the membership of the Authority (i.e. the allocation of seats on INDIVIDUAL Committees must mirror the political make-up of the Authority).

4.2. The allocation process must be applied 'so far as is reasonably practicable' to achieve a balanced outcome. Application of principle (a) in paragraph 4.1 above, relating to the TOTAL numbers of seats, gives the following political make-up and entitlement across the committees as follows:

	No.	%	Entitlement to number of seats on Cttees (% / Total number of seats available i.e. 99)
Conservative	25	64.10%	63
Labour	10	25.64%	25
Independent Alliance	4	10.26%	10
Total	39	100.00%	98

#### 5. **Composition of Committees and Panels**

5.1. The Council has the following non-executive Committees and Panels:

Committee	Total Membership
Appeals Panel	3
Audit (Approval of Statement of Accounts) Committee	16
Complaints Panel	3
Development Plan Committee	5
Licensing Committee	15
Planning Committee	15
Scrutiny (Economic Growth Communities and Health) Committee	16
Scrutiny (Audit and Value Money Council Services) Committee	16
Senior Officer Employment Committee	5
Standards Committee	5

<i>Total</i>	99
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5.2. Application of principle (b) in paragraph 4.1 above, relating to the number of seats on INDIVIDUAL Committees, gives the following:

	Conservative	Labour	Independent Alliance	Total	Notes
Appeals	2	1	0	3	
Audit (Statement of Accounts)	10	4	2	16	
Complaints	2	1	0	3	
Development Plan Committee	3	1	0	4	Runs with a vacancy
Licensing	10	4	1	15	
Planning Applications	10	4	1	15	
VFM and Audit	10	4	2	16	
Scrutiny - SCEG	10	4	2	16	
Snr Officer Emp	3	1	1	5	
Standards	3	1	1	5	
	<b>63</b>	<b>25</b>	<b>10</b>	<b>98</b>	

5.3. The table in para. 5.2 reflects the seats to be allocated following the application of the political balance calculations.

5.4. Group Leaders, on behalf of their respective political groups, were emailed on the 10<sup>th</sup> May 2019 to appoint Members to Committees. The Group Leaders have confirmed their nominations to the Committees and Panels as attached at Appendix 1.

5.5. The Council is asked to approve the number and allocation of Councillors to serve on the Committees and Panels, to receive nominations to those Committees and Panels from the political groups and to appoint those Committees and Panels.

## 6. **Financial Considerations**

*This section has been approved by the following member of the Financial Management Unit: Lisa Turner.*

6.1. There are no financial issues arising from this Report.

## 7. **Risk Assessment and Management**

7.1. The main risks to this Report and the Council achieving its objectives are as follows:

7.2. **Positive** (Opportunities/Benefits):

7.2.1. The Council will have an adequate number of Members involved in matters which are appropriate for them to consider.

7.2.2. The Members of the Committee will be validly appointed.

7.3. **Negative** (Threats):

7.3.1. If insufficient Members are appointed, or appointments are not made lawfully, this may have an impact on the ability of the Council to conduct its business.

7.4. The risks do not need to be entered in the Risk Register. Any financial implications to mitigate against these risks are considered above.

8. **Legal Considerations**

*This section has been approved by the following member of the Legal Team:  
Angela Wakefield*

8.1. The main legal issues arising from this Report are as follows.

8.1.1. The proposals set out above comply with the requirements of the Local Government and Housing Act 1989 and the Local Government (Committees and Political Groups) Regulations 1990.

9. **Equalities and Health**

9.1. **Equality impacts:** The subject of this Report is not a policy, strategy, function or service that is new or being revised. An equality and health impact assessment is not required.

9.2. **Health impacts:** The outcome of the health screening question does not require a full Health Impact Assessment to be completed. An equality and health impact assessment is not required.

10. **Human Rights**

10.1. There are no Human Rights issues arising from this Report.

11. **Sustainability** (including climate change and change adaptation measures)

11.1. Does the proposal result in an overall positive effect in terms of sustainability (including climate change and change adaptation measures) N/A

12. **Recommendation(s)**

12.1. That the Council agree to the number and allocation of Councillors serving on each Committee and Panel as set out in paragraph 5.2 of this report.

12.2. That, subject to the above, the Council note the nominations of the political groups to the Committees and Panels;

12.3. That, subject to the above, the Council appoint Councillors to serve on each Committee and Panel in accordance with those nominations.

13. **Background Papers**

13.1. None

14. **Appendices**

14.1. Appendix 1: Appendix 1: List of Members nominated to serve on Committees and Panels (May 2019).