



## EAST STAFFORDSHIRE BOROUGH COUNCIL

## REPORT COVER SHEET

<b>Title of Report:</b>	Changes to Committee Membership	To be marked with an 'X' by Democratic Services after report has been presented
<b>Meeting of:</b>	Council 19 <sup>th</sup> October 2020	

<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



<p><b>If so, please state relevant paragraph from Schedule 12A LGA 1972:</b></p>	<p>Non applicable</p>
<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**

**19<sup>th</sup> October 2020**

<b>REPORT TITLE:</b>	<b>Changes to Committee Membership</b>
<b>PORTFOLIO:</b>	<b>Leader of the Council</b>
<b>HEAD OF SERVICE:</b>	<b>Sal Khan</b>
<b>CONTACT OFFICER:</b>	<b>Andrea Davies      Ext. No. 1306</b>
<b>WARD(S) AFFECTED:</b>	<b>None specific</b>

**1. Purpose of the Report**

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 to 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 resignation of Councillor R G W Grosvenor from the Conservative Group, 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. The committees which are appointed play an important role in implementing the Council's Corporate Priorities.

**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 three political groups have the following political share of the 37 seats (there are currently 2 vacancies):

- The Conservative Group has a 64.86% share of the seats; this is based on 24 seats out of a total of 37 seats;
- The Labour Group has a 24.32% share of the seats, this is based on 9 seats out of a total of 37 seats:
- The Independent Alliance Group has an 8.11% share – this is based on 3 seats out of a total of 37 seats.

4.3. There is one seat which does not fall within a group: 1 Conservative Independent.

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

5.1. The total number of Committee seats available is 99. The Council has the following non-executive Committees and Panels, as detailed in the table below, including the associated number of seats available on each Committee / Panel:

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 (Community Regeneration, Environment and Health & Well-Being) Committee	16
Scrutiny (Audit and Value Money Council Services) Committee	16

Committee	Total Membership
Senior Officer Employment Committee	5
Standards Committee	5
<b>Total Committee seats</b>	<b>99</b>

5.2. The entitlement for each political group is calculated based on the political balance shown at section 4.2 of the report and the total number of Committee seats available (99). In accordance with the rules shown at section 4.1 of the report and this entitlement, the political groups have been allocated their Committee seats.

5.3. Any residual Committee seat(s) are then allocated to any Councillor(s) who are not part of a group.

5.4. The table below reflects the seats to be allocated following the application of the political balance calculations.

	Conservative	Labour	Independent Alliance	Conservative Independent	Total
Appeals Panel	2	1	0	0	3
Audit (Statement of Accounts) Committee	10	4	1	1	16
Complaints Panel	2	1	0	0	3
Development Plan Committee	3	1	1	0	5
Licensing Committee	10	4	1	0	15
Planning Committee	10	4	1	0	15
Scrutiny (Audit and Value for Money Council Services) Committee	10	4	1	1	16
Scrutiny (Community Regeneration, Environment and Health & Well-Being) Committee	10	4	1	1	16
Senior Officer Employment Committee	3	1	1	0	5
Standards Committee	3	1	1	0	5
	<b>63</b>	<b>25</b>	<b>8</b>	<b>3</b>	<b>99</b>

- 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 (attached at appendix 1) 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 5.4 of this report.

12.2. That, subject to the above, the Council note the nominations of the political groups to the Committees and Panels (appendix 1 of the report refers);

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

12.4. That Council appoint the Conservative Independent Member to the Audit (Statement of Accounts) Committee; the Scrutiny (Community Regeneration, Environment and Health and Well Being) Committee and the Scrutiny (Audit and Value for Money Council Services) Committee.

**13. Background Papers**

13.1. None

**14. Appendices**

14.1. Appendix 1: List of Members nominated to serve on Committees and Panels (Oct 2020). (To follow)