



**EAST STAFFORDSHIRE BOROUGH COUNCIL**

**REPORT COVER SHEET**

|  |                            |
|--|----------------------------|
| <b>Title of Report:</b>  | Appointment of Committees  |
| <b>Meeting of:</b>   | Council                    |
| <b>Date:</b>   | 25 <sup>th</sup> June 2018 |
| <b>Is this an Executive Decision:</b>  | NO                         |
| <b>Is this a Key Decision:</b>   | NO                         |
| <b>Is the Report Confidential:</b>   | NO                         |
| <b>If so, please state relevant paragraph from Schedule 12A LGA 1972:</b>  | N/A                        |
| <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  
25<sup>th</sup> June 2018**

**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. The Council is required to review the appointment of seats on committees from time to time.

2.2. Following the Crown Ward By-Election, this report provides an update on the ramifications for the Membership of the Committees and Sub Committees of the Council.

2.3. As a result of the Conservatives winning the Crown By-Election, the political make-up of the council (for the three groups) is as follows:

|  | <b>Members</b> | <b>%</b> |
|--|----------------|----------|
| Conservative                           | 25             | 64.10%   |
| Labour                                 | 12             | 30.77%   |
| Liberal Democrat and Independent Group | 2              | 5.13%    |
| Total                                  | 39             |          |

- 2.4. When allocating committee seats to the political groups of the Council, there are two rules which must be satisfied. Firstly, the overall allocation of seats must reflect the political balance of the Council. Secondly, each committee must reflect the political balance of the Council.
- 2.5. There are 99 committee seats, meaning that the total potential entitlement across the committees as a whole is as follows:

|  | <b>Proportionality %</b> | <b>Total Entitlement to seats on the Council</b> | <b>Seats (Rounded)</b> |
|--|--------------------------|--|------------------------|
| Conservative                           | 64.10%                   | 63.46  | 63                     |
| Labour                                 | 30.77%                   | 30.46  | 30                     |
| Liberal Democrat and Independent Group | 5.13%                    | 5.07   | 5                      |
|  | 100                      | 99   | 98                     |

- 2.6. As can be seen from the table above, there are 98 seats allocated to the three political groups. If the 99<sup>th</sup> seat were to be offered to either group this create an imbalance. Therefore one of the Committees will run with a vacancy.

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

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

| <b>Committee</b>  | <b>Total Membership</b> |
|---|-------------------------|
| 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  |

4.2. Following discussion with the Group Leaders on behalf of their respective political groups, it is proposed that the number of Councillors allocated to each political group on these Committees and panels is as follows:

| <u>Committee</u>  | <u>Conservative</u> | <u>Labour</u> | <u>Liberal Democrat and Independent Group</u> | <u>Total</u> |
|---|---------------------|---------------|---|--------------|
| Appeals Panel   | 2                   | 1             | 0   | 3            |
| Audit (Approval of Statement of Accounts) Committee       | 10                  | 4             | 2   | 16           |
| Complaints Panel  | 2                   | 1             | 0   | 3            |
| Development Plan Committee                                | 3                   | 2             | 0   | 5            |
| Licensing Committee                                       | 10                  | 5             | 0   | 15           |
| Planning Committee  | 10                  | 5             | 0   | 15           |
| Scrutiny Economic Growth Communities and Health Committee | 10                  | 4             | 1   | 15           |
| Scrutiny Audit and Value Money Council Services Committee | 10                  | 4             | 2   | 16           |
| Senior Officer Employment Committee                       | 3                   | 2             | 0   | 5            |
| Standards Committee                                       | 3                   | 2             | 0   | 5            |

4.3. 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.

- 4.4. The Group Leaders have confirmed their nominations to the Committees and Panels as attached at Appendix 1.

## 5. **Financial Considerations**

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

- 5.1. There are no financial issues arising from this Report.

## 6. **Risk Assessment and Management**

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

- 6.2. **Positive** (Opportunities/Benefits):

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

- 6.2.2. The Members of the Committee will be validly appointed.

- 6.3. **Negative** (Threats):

- 6.3.1. 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.

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

## 7. **Legal Considerations**

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

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

- 7.1.1. 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.

## 8. **Equalities and Health**

8.1. **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.

8.2. **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.

## 9. **Human Rights**

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

## 10. **Sustainability** (including climate change and change adaptation measures)

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

## 11. **Recommendation(s)**

11.1. That the Council agree to the number and allocation of Councillors serving on each Committee and Panel as set out in paragraph 4.2 of this report.

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

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

## 12. **Background Papers**

12.1. None

## 13. **Appendices**

13.1. Appendix 1: List of Members nominated to serve on Committees and Panels (June 2018)