

Title of Report	APPOINTMENTS TO COMMITTEES AND GROUPS, ELECTION OF CHAIRS AND DEPUTY CHAIRS	
Presented by	Kate Hiller Head of Legal and Support Services / Monitoring Officer	
Background Papers	The Council's Constitution	Public Report: Yes
Financial Implications	<p>There are no direct additional financial implications associated with appointment to the committees and groups listed in paragraph 1.2.</p> <p>However, in determining the membership of committees, Council should ensure legislative, constitutional and best practice professional guidance in local governance are followed. This will provide the Council with a good governance framework for its financial decision making and promote a strong internal control process in accordance with the Council's Local Code of Corporate Governance.</p>	
	Signed off by the Section 151 Officer: Yes	
Legal Implications	<p>In determining the membership of committees, account must be taken of the requirements of the Local Government (Committees and Political Groups) Regulations 1990 and 1991 made under sections 15 and 16 of the Local Government and Housing Act 1989. These Regulations require that seats on committees and sub-committees are allocated to the political groups in a way which reflects the overall balance on the Council; with some exceptions to any committees/working groups established under the Constitution. All appointments adhere to the requirements under the Constitution.</p>	
	Signed off by the Monitoring Officer: Yes	
Staffing and Corporate Implications	There are no implications.	
	Signed off by the Head of Paid Service: Yes	
Purpose of Report	To appoint the committees and groups of the Council and members to serve thereon and also to elect the Chairs and Deputy Chairs.	
Recommendations	<p>THAT COUNCIL:</p> <p>1. ENDORSES THE TERMS OF REFERENCE OF THE COMMITTEES AND GROUPS IN APPENDIX A</p>	

	<p>2. MAKES THE APPOINTMENTS TO THE COMMITTEES AND GROUPS LISTED IN PARAGRAPH 1.2 AND APPENDIX B OF THE REPORT.</p> <p>3. APPOINTS CHAIRS AND DEPUTY CHAIRS FOR THE COMMITTEES AND GROUPS LISTED IN PARAGRAPH 3.1 OF THE REPORT.</p>
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1.0 APPOINTMENT TO COMMITTEES AND GROUPS

1.1 In accordance with the Constitution, Members must, at the Council's Annual Meeting, endorse committee Terms of Reference, receive nominations of Councillors to serve on each board or committee and appoint to those boards or committees.

1.2 The committees and groups include:

- Appointments Committee
- Audit and Governance Committee
- Electoral Review Working Party
- Employee Joint Consultative Committee
- Investigatory Committee
- Licensing Committee
- Local Plan Committee
- Planning Committee
- Community Scrutiny Committee
- Corporate Scrutiny Committee

1.3 The Terms of Reference for each of the above are attached at appendix A.

1.4 A Governance Working Group (five members), drawn from the Audit and Governance Committee once appointed, will be set up to support the work on the annual review of the Constitution.

2.0 POLITICAL BALANCE REQUIREMENTS

2.1 In determining the membership of committees, account must be taken of the requirements of the Local Government (Committees and Political Groups) Regulations 1990 and 1991 made under sections 15 and 16 of the Local Government and Housing Act 1989. These Regulations require that seats on committees and sub-committees are allocated to the political groups in a way which reflects the overall balance on the Council; with some exceptions to any committees/working groups established under the Constitution. The allocation of seats on ordinary committees must be the same proportion as the number of Members of the Council as a whole. The Council has a duty when allocating or reviewing the allocation of seats on committees to give effect so far as is reasonably practicable to the following four principles:

- (i) all the seats are not allocated to the same political group;
- (ii) the majority of the seats go to the political group in the majority on the full Council;
- (iii) subject to the above two principles, the total number of seats on the ordinary committees of the Council are allocated to each political group in the same proportion as the group's representation on the full Council; and

- (iv) subject to the above three principles, the number of seats on each committee are allocated to each political group in the same proportion as the group's representation on the Council.

2.2 Appendix B provides guidance on determining proportionality for Political Balance and the methodology for making the calculations.

3.0 APPOINTMENT OF CHAIRS AND DEPUTY CHAIRS

3.1 Members are asked to appoint the Chairs and Deputy Chairs to the following:

- Appointments Committee
- Audit and Governance Committee
- Community Scrutiny Committee
- Corporate Scrutiny Committee
- Investigatory Committee
- Licensing Committee
- Local Plan Committee
- Planning Committee

4.0 NOMINATIONS

4.1 Nominations for the seats on the above committees and groups will be circulated at the meeting.

Policies and other considerations, as appropriate	
Council Priorities:	All priorities.
Policy Considerations:	The Local Government (Committees and Political Groups) Regulations 1990 and 1991 made under sections 15 and 16 of the Local Government and Housing Act 1989.
Safeguarding:	Not applicable.
Equalities/Diversity:	The process ensures that all committees have a politically balanced make up.
Customer Impact:	Not applicable.
Economic and Social Impact:	Not applicable.
Environment, Climate Change and zero carbon:	Not applicable.
Consultation/Community Engagement:	Political Group Leaders
Risks:	Failure to appoint to the relevant Committees would put the Council in breach of its duties and compromise the legality and integrity of any future decisions.
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