



**REPORT of
DIRECTOR OF STRATEGY, PERFORMANCE AND GOVERNANCE**

to
**ANNUAL COUNCIL
5 NOVEMBER 2020**

APPOINTMENT OF MEMBERSHIP OF COMMITTEES OF THE COUNCIL

1. PURPOSE OF THE REPORT

1.1 To appoint serving Members for Committees for the remainder of the Municipal year (to May 2021).

2. RECOMMENDATIONS

- (i) That the allocation of seats on Committees as set out in section 3.6 below, be ratified;
- (ii) That the Member nominations set out in **APPENDIX A**, be approved;
- (iii) That where nominations haven't been received, to appoint Members to these Committee positions.

3. SUMMARY OF KEY ISSUES

3.1 Under Section 15 (1) (b) of the Local Government and Housing Act 1989, the Council is required at its Annual Meeting to review the representation of different political groups on committees of the authority.

3.2 In carrying out such a review and in making appointments to committees following that review, the Council is under a duty only to make such appointments as give effect to the principles contained in Section 15(5) of the above Act. In essence, this requires local authorities to review committee membership and political representation annually. By law, seats on committees must be allocated in proportion to the political composition of the Council. In addition, the total number of seats across all of the committees must reflect the overall political balance of the Council.

3.3 Notification has been made to me of three political groups constituted for the purposes of the political balance provisions namely:

Independent	15 Members
Conservative	10 Members
Democratic Alliance	4 Members

3.4 There is a further one non-aligned member of the Council, and one vacant post.

- 3.5 Neither Political Group has a majority of the Members of the Council (51% or more) so that it would have a right to request a majority on every Committee.
- 3.6 The Council is asked to ratify the allocation of seats on Committees in the following manner:

Committee	Independent	Conservative	Democratic Alliance	Council appointment
Performance, Governance and Audit	5	3	1	1
Strategy and Resources	6	4	1	
Overview and Scrutiny	5	3	1	1
Joint Standards	4	3	1	
Investigating and Disciplinary Committee	2	2	1	
Investigating and Disciplinary Panel Pool	5	3	1	1
Licensing	5	3	1	1

- 3.7 As agreed by the Council on 6 August 2020 (Minute No. 1128 refers), Members of the Performance, Governance & Audit and Strategy & Resources Committees are unable to serve on the Overview and Scrutiny Committee.
- 3.8 In rounding the proportion of members to seat allocations, ten seat Committees all have a ‘third’ of a member for the following:
- Conservative Group;
 - Democratic Alliance Group;
 - Non-Aligned.
- 3.8.1 These Committees therefore have a Member listed as an appointment of the Council, that will need to come from one of the two groups listed or a non-aligned Member.

3.9 **Joint Standards Committee**

- 3.9.1 Two Conservative Independent Parish Councillors sit on the Committee (to be elected following receipt of nominations from the Essex Association of Local Councils).

3.10 **Investigating and Disciplinary Panel**

- 3.10.1 In addition to the Committees of the Council referred to in Procedure Rule 17, the Council is required to establish an Investigating and Disciplinary Panel (see Procedure Rule 16(11)(a)) to which Members are appointed and the political balance provisions apply. This is distinct from the Investigating and Disciplinary Committee in terms of both purpose and membership and has therefore been included in the list. The Terms of Reference for this Panel provide for a minimum of five Members of which three shall be Councillors who have not served on the initial investigation carried out by the Investigating and Disciplinary Committee and two or three Independent Persons appointed by the Council to assist the Joint Standards Committee under the Localism Act 2011.

3.10.2 The report seeks to appoint a pool of ten members that can be called upon for meetings.

3.11 **Appointments Committee**

3.11.1 The Council is also required to appoint Members to serve on the Appointments Committee. The Council and Committee Procedure Rule 17(8) provides for the constitution of this Committee, to be made up of:

- Leader of the Council (or Deputy),
- Opposition Leader (or Deputy),
- Chairmen (or Vice-Chairmen) of the Strategy & Resources and the Performance, Governance & Audit Committees,
- Plus two other named Members appointed by the Council (political balance provisions shall apply).

3.12 **Area Planning Committees**

3.12.1 In accordance with the Local Government (Committees and Political Groups) Regulations 1990 Part IV, Paragraph 16(a), the membership of the Area Committees is confirmed in the attached **APPENDIX A**.

4. **CONCLUSION**

4.1 The Committee seat allocation and member nominations are provided for member review, and nominations sought for the non-aligned and Council appointment positions.

5. **IMPACT ON STRATEGIC THEMES**

5.1 The Committee structure underpins the Performance and Efficiency Corporate Goal.

6. **IMPLICATIONS**

- (i) **Impact on Customers** – Not applicable (N/A).
- (ii) **Impact on Equalities** – N/A.
- (iii) **Impact on Risk** – N/A.
- (iv) **Impact on Resources (financial)** – Specific committees have an impact on this area.
- (v) **Impact on Resources (human)** – N/A.
- (vi) **Impact on the Environment** – Specific Committees have an impact on this area.

- (vii) **Impact on Strengthening Communities** - Specific committees have an impact on this area.

Background Papers: None

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