



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

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to  
**COUNCIL (EXTRAORDINARY)  
8 JUNE 2023**

**APPOINTMENT TO WORKING GROUPS OF THE COUNCIL**

**1. PURPOSE OF THE REPORT**

- 1.1 To appoint Members to serve on Working Groups of the Council for the Municipal year to May 2024.

**2. RECOMMENDATIONS**

- (i) That Members approve the nominations for the Working Groups provided by the respective Political Groups (**APPENDIX 1**);
- (ii) That where nominations are not approved, Members appoint to these Working Group vacancies;
- (iii) That Members appointed as the Chairperson of a Working Group will provide a leadership role, and present back Working Group recommendations to Committee / the Council;
- (iv) That a quorum be set for Working Groups of 50 per cent of the membership;
- (v) That substitutes for Working Groups are allowed, including non-aligned Members (who must notify directly) as the Working Groups do not need to be politically balanced;
- (vi) That the make-up of the Member Training and Development Working Group is changed to eight members of the Council, as reflected in the Political Group nominations (**APPENDIX 1**).

**3. SUMMARY OF KEY ISSUES**

- 3.1 A list of proposed nominations has been received from the respective Political Groups in respect of the Council's Working Groups and these are detailed in **APPENDIX 1** to this report.
- 3.2 The Performance, Governance and Audit Working Group has reviewed Working Groups and considered improvements may help their smooth running. These have been outlined in the recommendations of this report and sections 3.3 to 3.5 below.
- 3.3 Agendas should be published seven days in advance of the meeting and made available to all Members. Minutes should be published within ten working days of the meeting. (Please note: as a principle Working Group papers should be accessible to all Members.)

- 3.4 Where there are cross over topics, similar Members should be appointed.
- 3.5 Working Group papers should be linked as background papers to Committee reports if they don't have a recommendation.
- 3.6 The following Working Groups have been removed from the list:
- Alderman and Alderwoman Working Group;
  - Bradwell 'A' Care and Maintenance Working Group;
  - Bradwell 'B' Power Station Working Group;
  - Climate Action Strategy Working Group;
  - Strategies and Engagement Member Task and Finish Working Group.
  - Five Year Housing Land Supply (removed due to report considered by the Council 18 May 2023).
- 3.7 The following Working Group has been added to the list:
- Devolution Working Group.
- 3.8 Additional Working Groups that are specific to a Committee will be dealt with at the first meeting of that Committee.
- 3.9 Nominations for the Working Groups have been provided by the Political Group Leaders in readiness for this meeting and Member consideration. Some of the Working Group positions that are listed are appointments associated with specific positions and do not require appointment of a representative from the Council specifically.

## 4. CONCLUSION

- 4.1 The report provides a list of Member Working Group appointments for approval for the municipal year to May 2024.

## 5. IMPACT ON STRATEGIC THEMES

- 5.1 Working Group appointments support the guiding principle of Governance in the Corporate Plan, with Members understanding and working through detail to bring back to Committee for consideration.

## 6. IMPLICATIONS

- (i) **Impact on Customers** – Some Working Groups contribute to customer strategy.
- (ii) **Impact on Equalities** – None.
- (iii) **Impact on Risk** – Working Groups help manage corporate risk / inform decisions and recommendations.
- (iv) **Impact on Resources (financial)** – Some Working Groups link to financial processes.

- (v) **Impact on Resources (human)** – Officer and Member time to attend and manage the Working Groups.
- (vi) **Impact on the Environment** – Some Working Groups link to the Environment themes.
- (vii) **Impact on Strengthening Communities** - Some Working Groups link to the Communities themes.

Background Papers: None.

Enquiries to: Cheryl Hughes, Programmes, Performance and Governance Manager.