



EAST STAFFORDSHIRE BOROUGH COUNCIL

REPORT COVER SHEET

Title of Report:	Changes to Committee Membership	To be marked with an 'X' by Democratic Services after report has been presented
Meeting of:	Council 13 th January 2020	

Is this an Executive Decision:	NO	Is this a Key Decision:	NO
Is this in the Forward Plan:	NO	Is the Report Confidential:	NO



<p>If so, please state relevant paragraph from Schedule 12A LGA 1972:</p>	<p>Non applicable</p>
<p>Essential Signatories:</p> <p>ALL REPORTS MUST BE IN THE NAME OF A HEAD OF SERVICE</p> <p>Monitoring Officer: Angela Wakefield</p> <p>Date Signature</p> <p>Chief Finance Officer: Sal Khan</p> <p>Date Signature</p>	

EAST STAFFORDSHIRE BOROUGH COUNCIL

Report to Council

13th January 2020

REPORT TITLE: Changes to Committee Membership
PORTFOLIO: Leader of the Council
HEAD OF SERVICE: Sal Khan
CONTACT OFFICER: Andrea Davies Ext. No. 1306
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. Executive Summary

2.1. Following the resignation of Councillor Alan Johnson on 19th December 2019, the Council is required to revise the allocation of Committee seats to the political groups.

2.2. There is one minor change to proportionality in that the Labour Group gains one seat on the Development Plan Committee (this Committee previously ran with a vacancy).

3. Background

3.1. 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.

3.2. Following the resignation of Councillor Alan Johnson on 19th December 2019, this report provides an update on the ramifications for the Membership of the Committees and Sub Committees of the Council.

4. Contribution to Corporate Priorities

4.1. This report does not directly contribute to Corporate Priorities but the committees which are appointed will play an important role implementing the Corporate Plan.

5. Report

5.1. 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).

5.2. The allocation process must be applied 'so far as is reasonably practicable' to achieve a balanced outcome. Application of principle (a) in paragraph 5.1 above, relating to the TOTAL numbers of seats, gives the following political make-up and entitlement across the committees as follows:

	Number of Borough Councillors	% Proportionality (i.e. % of the 38 Cllrs per Group)	Entitlement to number of seats on Committees (% / Total number of seats available (i.e. 99))
Conservative	24	63.16%	63
Labour	10	26.32%	26
Independent Alliance	4	10.52%	10
Total	38	100.00%	99

6. Composition of Committees and Panels

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

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
Senior Officer Employment Committee	5
Standards Committee	5
<i>Total</i>	<i>99</i>

6.2. Application of principle (b) in paragraph 5.1 above, relating to the number of seats on INDIVIDUAL Committees, gives the following:

	Conservative	Labour	Independent Alliance	Total	Notes
Appeals Panel	2	1	0	3	
Audit (Statement of Accounts) Committee	10	4	2	16	
Complaints Panel	2	1	0	3	
Development Plan Committee	3	2	0	5	(This previously ran with a vacancy – the Labour group has now gained 1 seat)
Licensing Committee	10	4	1	15	
Planning Applications Committee	10	4	1	15	
Scrutiny (Audit and Value for Money Council Services) Committee	10	4	2	16	
Scrutiny (Community Regeneration, Environment and Health & Well-Being) Committee	10	4	2	16	
Senior Officer Employment Committee	3	1	1	5	
Standards Committee	3	1	1	5	
	63	26	10	99	

6.3. The table in para. 6.2 reflects the seats to be allocated following the application of the political balance calculations.

6.4. 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.

7. Financial Considerations

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

7.1. There are no financial issues arising from this Report.

8. Risk Assessment and Management

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

8.2. **Positive** (Opportunities/Benefits):

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

8.2.2. The Members of the Committee will be validly appointed.

8.3. **Negative** (Threats):

8.3.1. 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.

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

9. Legal Considerations

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

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

9.1.1. 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.

10. Equalities and Health

10.1. **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.

10.2. **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.

11. Human Rights

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

12. Sustainability (including climate change and change adaptation measures)

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

13. Recommendation(s)

13.1. That the Council agree to the number and allocation of Councillors serving on each Committee and Panel as set out in paragraph 6.2 of this report.

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

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

14. Background Papers

14.1. None

15. Appendices

15.1. Appendix 1: List of Members nominated to serve on Committees and Panels (Jan 2020).