

15 May 2025

Wards: ALL

Appointment of the Committees of Council
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Report of the Director of Legal Services and Partnerships

This item is not exempt
Therefore exempt reasons are not applicable

This is a non-key decision.

1. Purpose of the Report and Summary

- 1.1 The purpose of this report is to enable Council to determine the Committee structure it requires to manage its business in the 2025/26 municipal year.
- 1.2 The Council is required to review the allocation of seats to political groups (Local Government Act 1972) at, or as soon as practicable after, each Annual Meeting of the Council.
- 1.3 Having determined the Committee structure it requires, the Council appoint and/or re-appoint members to the Committees, Sub-Committees, Commissions and Panels (referred to as Committees from this point forward) of the Council for the 2025/26 municipal year.
- 1.4 In so doing the Council is required (Local Government and Housing Act 1989) to ensure that its committees are politically balanced in that they are representative of the overall political balance of the authority and comply with the principles established within the Act.

2. Recommendations

- 2.1 That the Committees identified at Appendix 1 are appointed/re-appointed with the composition (number of seats) as detailed.
- 2.2 That the allocation of seats, in order to achieve the required political balance, as detailed in Appendix 1 to the report is approved.
- 2.3 That, having received nominations to the Committees from the political groups, as detailed within Appendix 2 (to follow) to this report, those nominations are approved and the seats filled accordingly.

3. Reasons for Recommendations

- 3.1 Decisions in relation to how the Council operates its decision making and governance structures are a matter for Council, consequently the proposals agreed are those which have the support of the majority of members.
- 3.2 The appointment of members to committees reflects the requirements of the legislation.

4. Key Organisational Impacts

- 4.1 Under Article 3 of the Constitution the Leader of the Council is responsible for the discharge of Executive functions. The Local Government Act 2000 (s.9GC) dispenses with the requirement prescribed by section 15 of the Local Government and Housing Act 1989 (duty to allocate seats to political groups) in respect of Executive Committees. Therefore, committees undertaking Executive functions, with the exception of Area Committees, are not referenced in this report.
- 4.2 All ward members whose area is within an Area Committee are automatically a member of that Area Committee. The exercise of executive functions by an Area Committee is determined by the Leader of Council within his executive powers.
- 4.3 This report details the Committee arrangements for the 2025/26 municipal year which will support the effective functioning of the organisation

4.4 Equalities Impact Information

There are no direct equalities impacts.

5. Consultation

- 5.1 The only change proposed to the existing arrangements is to increase the number of co-optee places available on the Audit Committee. This is detailed within the constitution report presented on the Council agenda, and results from a cross-party recommendation made by the Independent Members Appointments Committee.

6. Background

- 6.1 Under the Constitution (s. 2.7.5, Part A: Articles) Council determines and amends the terms of reference for committees of the Council, their composition and makes appointments to Committees. Section 15 of the Local Government and Housing Act requires the Council to review the representation of the different political groups on Committees at, or as soon as practicable after, the

Annual Meeting of the Council or, where notice is received of a change in the composition political groups.

- 6.2 Council is required under the Act to ensure that its committees are politically balanced in that they are representative of the overall political balance of the authority and comply with the principles established within the Act:
- a) All seats are not allocated to the same group
 - b) The majority of the seats go to the Group (if any) which has an overall majority on the Council.
 - c) Subject to the above two principles, that the number of seats on the total of all Committees allocated to each Group bears the same proportion to the proportion on the Full Council, and
 - d) Subject to (a) and (c), that the number of seats on each Committee allocated to each Group bears the same proportion to the proportion on the Full Council.
- 6.3 The Council is comprised of 57 Elected Members (Councillors). The political composition of the Council is:

Party	Seats	Calculation	%
Labour:	29	29/57	50.88
Liberal Democrat:	25	25/57	43.86
Independent Group	3	3/57	5.26

7. Issues for Consideration

7.1 Allocation of seats:

The proposed allocation of seats on Committees, as detailed in Appendix 1 to the report, takes into account the principles referred to in paragraph 5.2 in that:

- a) The Labour Group's overall allocation equals 54 seats
- b) The Liberal Democrat Groups' overall allocation equals 47 seats
- c) The Independent Groups' overall allocation equals 6 seats

7.2 Appointment to seats on Committees:

In seeking to allocate the 107 available seats, 107 can be allocated proportionately as per Appendix 1. However, as per 5.2 above and as stipulated by the Local Government and Housing Act 1989 the majority group must hold the majority of seats on a Committee. In order to effect this the

representation of groups on the following Committees has been adjusted:
Independent Members Appointments Committee.

8. Options and Risk Assessment

8.1 **Appointment of Committees and Commissions (excluding Area Committees)**

That the Committees and Commissions identified at Appendix 1 are re-appointed. This option proposes no changes to those Committees and Commissions identified and retains the governance structure of the Council as is presently.

8.2 **Allocation of seats**

Option 1:

To allocate the overall number of seats as established in section 6, and to allocate the seats on Committees as detailed in Appendix 1. This allocation may be varied by agreement of all political groups.

Option 2:

To not agree the allocation of seats as detailed in Appendix 1 to this report. The allocation of seats is based on a calculation as detailed in section 5 and Appendix 1 and ensures the Council's compliance with the relevant legislation. To deviate from this would risk the Council being non-compliant with legislation.

9. Comments of the Monitoring Officer (Director of Legal Services & Partnerships)

9.1 It is a matter for Council to determine the Committee and meeting structure that it considers is best able to meet its requirements. [IA]

10. Comments of the Section 151 Officer (Director of Finance and Transformation)

10.1 The Section 151 Officer notes the proposals contained within the report and confirms that the options presented do not involve any amendments to existing budgets relating to associated support costs. (SM)

11. Comments of the Assistant Director OD & HR and compliance with the Equality Duty

11.1 The content of the report are noted. There are no staffing or equality issues arising from this decision. KH

12. Comments of Overview and Scrutiny

12.1 This report has not been subject to pre-decision scrutiny (Sc8758 – MK).

Ian Anderson
Director of Legal Services and Partnerships

Contact Officer: Alex Holgate Telephone No.: 01482 615059

Officer Interests: None

Background Documents: - A list of background documents must be included. These documents are then available (if not exempt) for public inspection.

Implications Matrix

This section must be completed and you must ensure that you have fully considered all potential implications

This matrix provides a simple check list for the things you need to have considered within your report

If there are no implications please state

I have informed and sought advice from HR, Legal, Finance, Overview and Scrutiny and the Climate Change Advisor and any other key stakeholders i.e. Portfolio Holder, relevant Ward Members etc prior to submitting this report for official comments	Yes
I have considered whether this report requests a decision that is outside the Budget and Policy Framework approved by Council	Yes
Value for money considerations have been accounted for within the report	Yes
The report is approved by the relevant City Manager	Yes
I have included any procurement/commercial issues/implications within the report	Yes
I have considered the potential media interest in this report and liaised with the Media Team to ensure that they are briefed to respond to media interest.	Yes
I have included any equalities and diversity implications within the report and where necessary I have completed an Equalities Impact Assessment and the outcomes are included within the report	Yes
Any Health and Safety implications are included within the report	Yes
Any human rights implications are included within the report	Yes
I have included any community safety implications and paid regard to Section 17 of the Crime and Disorder Act within the report	Yes
I have liaised with the Climate Change Advisor and any environmental and climate	Yes

change issues/sustainability implications are included within the report	
I have included information about how this report contributes to the City Plan/ Area priorities within the report	Yes
I have considered the impact on air quality, carried out an appropriate assessment and included any resulting actions or opportunities necessary to improve air quality in the report.	Yes