

Meeting Date	18 May 2011
Report Title	Allocation of Committee seats and Committee appointments for 2011/12
Portfolio Holder	Leader
SMT Lead	Corporate Services Director
Head of Service	Interim Head of Legal
Lead Officer	Democratic and Electoral Services Manager
Key Decision	No
Classification	Open

Recommendations	1. That the allocation of seats be approved as set out in Appendix I
	2. That Group Leaders advise of their Groups' allocations to Committees as set out in Appendix II (to be tabled at the meeting)
	3. That Members agree the Chairman and Vice-Chairman of Committees as set out in Appendix III.
	4. That the terms of office for the existing independent/co-opted Standards Committee members be extended as set out in the report.

1 Purpose of Report and Executive Summary

- 1.1 Section 15 of the Local Government and Housing Act 1989 requires Local Authorities to review the allocation of seats on committees at the annual meeting, or as soon as possible after it (set out in Appendix I). Once the Council has agreed the allocation of Committee places between the political groups the Council must then appoint the nominees of the political groups to the committees.
- 1.2 Political groups on the Council are formed in accordance with the Local Government (Committees and Political Groups) Regulations 1990 when 2 or more Councillors must notify the Proper Officer of their wish to be treated as a group.

2 Background

- 2.1 The following principles apply to the allocation of seats:

- (a) That not all seats on the body to which appointments are being made are allocated to the same political group;
 - (b) That the majority of seats on each Committee is allocated to a particular group if the number of persons belonging to that group is a majority of the authority's membership;
 - (c) Subject to (a) and (b), that, when allocating seats to a political group, the total number of their seats across all the ordinary committees of the Council, must reflect their proportion of the authority's membership; and
 - (d) Subject to (a) and (c), that the number of seats on each committee is as far as possible in proportion to the group's membership of the authority.
- 2.2 Sub-committees are also governed by the political balance rules, but it is not necessary to add up all the sub-committee seats and then allocate them in proportion. As far as this is predictable, the allocation of seats on each sub-committee should reflect the proportional representation of the political groups on the Council.
- 2.3 Each of the political groups are entitled to a certain number of seats on committees. This is based on their percentage representation on the Council as a whole, as detailed in Appendix I. This is then required to be manually adjusted to ensure that the number of seats allocated to a particular group matches and does not exceed their entitlement.
- 2.4 To ensure overall political balance the Labour Group are required to gift two seats to the Independent Group and they have chosen to gift one seat on Policy Overview Committee and one seat on Audit Committee.
- 2.4 The following seats are not included in the political balance calculations:
- The Standards Committee is not required to be proportional and so is outside of the political balance calculations. However it has been the practice of the Council to allocate seats based on the political balance to make the membership of the Committee proportional.
 - The Joint Transportation Board, the Local Engagement Fora and the Local Development Framework Panel because their functions are Executive functions and their membership means that they are not committees covered by section 101 of the Local Government Act 1972 therefore section 15 of the LGHA does not apply.
- 2.5 Group Leaders have been requested to provide nominations to the places on committees to which their respective groups are entitled; this has been set out in Appendix II.
- 2.6 The Council are also required to appoint the Chairman and Vice-Chairman of certain committees. The nominations to these positions are set out in Appendix III.

Standards Committee appointments

- 2.7 The Standards Committee currently has three independent/co-opted Members. The terms of office for Mr Rogers and Mr Nunn expired at the end of the 2010/11 Municipal Year. The term of office for Mr Mclean is due to expire on 23rd November 2011. In view of the provisions of the Localism Bill to abolish the Standards Board regime it is not advisable to incur the cost of a recruitment campaign for new independent members. We are therefore proposing to extend the terms of office of the existing independent/co-opted members, Messrs Rogers, Nunn and McLean for the time being.
- 2.8 It was agreed at Council on 21 July 2010 that substitutes for the Borough and Parish Council representatives on Standards Committee can be used subject to them receiving any training specified by the Monitoring Officer.

Chairmen and Vice-Chairmen

- 2.9 The Constitution authorises the Council to appoint the Chairmen and Vice-Chairmen of certain committees. It should also be noted that the Chairman and Vice-Chairman of the Standards Committee must be Independent Members.

3 Proposal

- 3.1 Not applicable.

4 Alternative Options

- 4.1 Not applicable.

5 Consultation Undertaken or Proposed

- 5.1 Not applicable.

6 Implications

Issue	Implications
Corporate Plan	Becoming a high performing organisation.
Financial, Resource and Property	None identified at this stage.
Legal and Statutory	The relevant legal provisions are set out in the body of this report
Crime and Disorder	None identified at this stage.

Risk Management and Health and Safety	None identified at this stage.
Equality and Diversity	None identified at this stage.
Sustainability	None identified at this stage.

7 Appendices

- 7.1 The following documents are to be published with this report and form part of the report
- Appendix I: Political Balance Calculations
 - Appendix II: Membership of Committees
 - Appendix III: Appointment of Chairman and Vice-Chairman

8 Background Papers

- 8.1 Not applicable.