

APPOINTMENT OF COMMITTEES 2021-22

Head of Service:	Kathryn Beldon, Chief Executive
Wards affected:	(All Wards);
Appendices (attached):	Appendix 1: Nominations to Committees

Summary

To note the allocation of seats on Committees and Advisory Panels, approve the appointments to Committees and Advisory Panel and the appointments of Chairmen/ Chairs and Vice Chairmen/ Vice Chairs to such.

Recommendation (s)

The Council is asked to:

- (1) Note the allocation of seats based on political balance and proportionality;**
- (2) Allocate seats on the Committees and Advisory Panels in accordance with the wishes of the political groups set out in Appendix 1;**
- (3) Appoint Chairman/Chairs and Vice Chairman/Chairs in light of the nominations received as set out in Appendix 1.**

1 Reason for Recommendation

- 1.1 Full Council Procedure Rule 6, Part 4 of the Constitution requires the Council to appoint its committees, sub Committees advisory panels and other bodies at its Annual Meeting.

2 Background

- 2.1 The statutory provisions contain detailed provisions as to when the Council or Committee must review the allocation of seats. Broadly this is at the Annual Meeting, after elections, or where new political groups are constituted or where members change groups. The Local Elections took place in 2019 and there have been no changes to the political groups since then.
- 2.2 The Council is asked to note that for the purposes of Regulations made under the Local Government and Housing Act 1989, Members of the Council remain in the following Political Groups: Residents Association (32 seats) Labour (3 seats) and the Liberal Democrats (2 Seats). Under the Regulations, the sizes of the Groups are used as the basis for determining Group entitlements to seats on Committees.

Council

18 May 2021

- 2.3 Section 15 of the Local Government & Housing Act 1989 requires the allocation of seats on committees, advisory panels and certain other bodies to reflect the political make-up of the Authority.
- 2.4 The Council has a duty to make appointments to its Committees giving effect to the wishes of the political group.
- 2.5 When determining the allocation of seats, Section 15(4) Local Government & Housing Act 1989 sets out 4 rules, and requires authorities to apply them in descending order of priority:
- Rule 1: where some or all of the Members of an authority have formed into two or more political groups, then no Committee may comprise just members from one political group.
 - Rule 2: where a majority of Members of Council are Members of one political group, that political group must have a majority of the seats on each Committee.
 - Rule 3: without being inconsistent with the first two rules, the number of seats allocated to each political group on all the Committees taken together be as near as possible proportionate to their strength on Council.
 - Rule 4: so far as is consistent with Rules 1 to 3, each political party must be allocated that number of seats on each Committee taken individually as is proportionate to their strength on the Council. However, as set out above, this is subject to the need to give the majority a majority on each Committee.
- 2.6 The Council's overriding duty to comply with 1 and 2 above, takes precedence over achieving a mathematically balanced distribution of Committee seats as described in 3 and 4. Applying those rules the table at para 3.1 below sets out the allocation of seats.
- 2.7 Any seats left unallocated go by default to any Members who are not Members of any political group. A political group must comprise at least 2 members, the 1 Conservative does not therefore constitute a political group. The Council can only depart from these rules by passing a resolution with no Member voting against the resolution. There are no unallocated seats.
- 2.8 The political proportionality rules also apply to those outside bodies dealing with local government matters to which the council appoints three or more representatives.

3 Allocation of seats on Ordinary Committees

- 3.1 Taking into account the principles set out above, the following allocation of seats result:

Council
18 May 2021

Committees	Number			
	RA	LAB	LD	Committee size
Audit, Crime & Disorder & Scrutiny	8	1	1	10
Community & Wellbeing	8	1	1	10
Environment & Safe Community	8	1	1	10
Licensing & Planning Policy	8	1	1	10
Planning Committee	11	1	1	13
Strategy & Resources	8	1	1	10
Financial Policy Panel	7	1	0	8
Health Liaison Panel	6	1	0	7
HR Panel	6	0	0	6
Shareholder Sub	4	1	0	5
Standards	8	1	0	9
Licensing (Hearings)	No political balance required.			
Licensing (General)				

4 Allocation of seats on Joint Arrangements

- 4.1 The Council appoints to two joint arrangements: Surrey Police & Crime Panel and Nonsuch Joint Management Committee.
- 4.2 There is one seat on the Surrey Police Crime Panel, to which a nomination has been received.
- 4.3 The Council jointly manages Nonsuch Park with the London Borough of Sutton through the Nonsuch Park Joint Management Committee. Applying the principles, the of allocation of seats to this Council is as follows:

Committee	Number			
	RA	LAB	LD	Total
Nonsuch Park Joint Management Committee	2	1	0	3

5 Individual Membership of Committees and Appointment of Chairmen and Vice Chairmen

- 5.1 In accordance with the 1989 Act and the Council's Rules of Procedure, it is necessary to make appointments to each Committee so as to give effect to the wishes of the relevant Groups.

Council

18 May 2021

- 5.2 The final wishes of the Groups are set out in **Appendix 1** to this report.
- 5.3 After the composition of each Committee has been agreed, the Council will need to appoint the Chairs/Chairmen and Vice Chairs/ Vice Chairmen from amongst the Committee's membership.

6 Risk Assessment

Legal or other duties

6.1 Impact Assessment

6.1.1 None.

6.2 Crime & Disorder

6.2.1 None.

6.3 Safeguarding

6.3.1 None.

6.4 Dependencies

6.4.1 None.

6.5 Other

6.5.1 None.

7 Financial Implications

- 7.1 There are no financial or manpower implications for the purposes of this report.
- 7.2 **Section 151 Officer's comments:** None arising from the contents of this report.

8 Legal Implications

- 8.1 These are contained within the body of the report.
- 8.2 **Monitoring Officer's comments:** None arising from the contents of this report.

9 Policies, Plans & Partnerships

- 9.1 **Council's Key Priorities:** The following Key Priorities are engaged: Effective Council.
- 9.2 **Service Plans:** This matter is not included within the current Service Delivery Plan.

Council

18 May 2021

9.3 **Climate & Environmental Impact of recommendations:** None.

9.4 **Sustainability Policy & Community Safety Implications:** None.

9.5 **Partnerships:** None.

10 Background papers

10.1 The documents referred to in compiling this report are as follows:

Previous reports:

- Constitution of, allocation of seats on and appointment of Committees, Sub Committees and Advisory Panels; Appointment of Chairmen and Vice Chairmen, Council 21 May 2019

<https://democracy.epsom-ewell.gov.uk/documents/s12679/Constitution%20of%20allocation%20of%20seats%20on%20and%20appointment%20of%20Committees%20Sub%20Committees%20and%20Advisory%20P.pdf>

Other papers:

- [Constitution of Epsom and Ewell Borough Council](#)
- Local Government & Housing Act 1989
- Local Government (Committees and Political Groups) Regulations 1990 (as amended)