



Melton
Borough
Council

Annual Meeting of the Council

16 May 2019

Report of:

Director for Law and
Governance and
Monitoring Officer

APPOINTMENT OF COMMITTEES AND WORKING GROUPS AND ELECTION OF CHAIRS AND VICE CHAIRS

1.0 Summary:
1.1 To review and approve the allocation of seats on committees in accordance with the statutory requirements concerning political balance.
1.2 To receive nominations of Councillors to serve on each committee and working group and appoint to those committees and working group.
1.3 To receive nominations for Chairs and Vice Chairs of Committees.
2.0 Recommendations
2.1 To approve the political balance calculation set out at paragraph 3.6;
2.2 To approve the allocation of committee seats to political groups as set out in paragraph 3.7;
2.3 To approve the political balance and allocation of seats to the Joint Staff Working Group as set out at paragraph 3.8;
2.4 To make the appointments to Committees and Joint Staff Working Group as set out at Appendix A;
2.5 To make appointments to Chairs and Vice Chairs of Committees as set out at Appendix B.
3.0 Report Detail
3.1 <u>Political balance - Committees</u>
Under Section 15 of the Local Government and Housing Act 1989 and the Local Government (Committees and Political Groups) Regulations, the Council has a duty to review the representation of different political groups at its annual meeting in respect of its ordinary committees.

The Section does not apply to the Council's Cabinet, Licensing Committee or to working groups, all of which are exempt from political balance.

Section 15 of the Act provides that in performing this duty the Council has a duty to make only such determinations as to give effect so far as reasonably practicable to the following principles:

- (a) That not all the seats on the body are allocated to the same political group;
- (b) That the majority of seats on the body are allocated to a particular political group if the number of persons belonging to that group is a majority of the authority's membership;
- (c) Subject to (a) and (b) above, that the number of seats on the ordinary committees of a relevant authority which are allocated to each political group bears the same proportion to the total of all the seats on the ordinary committees of the authority as is borne by the number of members on that group to the membership of the authority; and
- (d) Subject to (a) and (c) above, that the number of seats on the body which are allocated to each political group bears the same proportion to the number of all seats on that body as is borne by the number of members of that group to the membership of the authority.

3.2 Following the elections held on 2 May 2019 the political make up of the authority is:

Party	Total seats held
Conservative	22
Opposition	6

3.3 For the purposes of calculating the entitlement of each political group to seats on Committees, it is proposed that the following ordinary committees be included:

Audit & Standards	Planning	Scrutiny	Employment	TOTAL SEATS AVAILABLE
10	11	10	7	38

3.4 The largest political group is the Conservative with 22. Under the legislation 2 or more Members are required to enable a group to be constituted and the 6 Councillors who stood as Independent or Green Party have made the choice to form a group called the Opposition Group.

3.5 In order to calculate the number of seats each group is entitled to, a number of calculations are made. First, the number of seats each group holds is divided by the total number of seats on the Council (28) and multiplied by 100 to give the total membership of each group expressed as a percentage. Then, the number of seats available across the committees (38) are multiplied by the Group's membership expressed above as a percentage.

- 3.6 There are two groups called the Conservative Group and the Opposition Group, in accordance with political balance rules, the allocation of seats to committees is as follows. It should be noted that political groups are not entitled to have more than their allocated share of seats

Group Name	No of Cllrs in group	Percentage across the Council	Allocation of Seats over 4 Committees (38 seats)	
			Decimal	Rounded no
Conservative	22	78.57%	29.86	30
Opposition	6	21.43%	8.14	8
Totals	28	100%	38 seats	38 seats

- 3.7 The following is the allocation of seats on the politically balanced Committees and shows the total across the Committees :-

Group Name	Audit & Standards	Planning	Scrutiny	Employment	TOTAL 38
Conservative	8	9	8	5	30
Opposition	2	2	2	2	8
Totals	10	11	10	7	38

3.8 Political Balance- Working Group

The Council has one working group which is the Joint Staff Working Group. The following table shows the allocation of seats on the working group in accordance with political balance given the percentages involved.

Group Name	No of Cllrs in group	Percentage across the Council	Allocation of 7 Seats	
			Decimal	Rounded no
Conservative	22	78.57%	5	5
Opposition	6	21.43%	2	2
Totals	28	100%	7 seats	7 seats

3.9 Allocation to Committees

Nominations from each Group Leader shall be circulated at the meeting for determination by members in accordance with political balance rules.

Seats on the following Committees and Working Group shall be allocated :

Audit and Standards Committee
Employment Committee
Licensing Committee
Planning Committee
Scrutiny Committee
Joint Staff Working Group

3.10 Appointment of Chairs and Vice Chairs

Nominations for Chair and Vice Chair from each Group Leader shall be circulated at the meeting for determination by members for the following committees :

Audit and Standards Committee
Employment Committee
Licensing Committee
Planning Committee
Scrutiny Committee

4.0 Consultation and Feedback (including Scrutiny Committee)

4.1 There has been consultation with the political Group Leaders and other Councillors involved.

5.0 Next Steps

5.1 Committee and working group meetings will be held with membership that is politically balanced where required.

6.0 Financial Implications

6.1 Any financial and resource issues will be met from existing resources.

7.0 Legal and Governance Implications:

7.1 The legislation relating to political balance and associated interpretation is contained within this report as well as reference to the Constitution where required.

8.0 Equality and Safeguarding Implications:

8.1 An Equalities Screening Assessment has been completed. It is noted that the Council's political arrangements are governed by legislation and this relates to there being political proportionality and fairness in accordance with the wishes of the electorate.

9.0 Community Safety Implications:

9.1 There are no community safety implications in this report.

10.0 Other Implications

10.1 Not applicable

11.0 Risk & Mitigation:

11.1 The risks relate to challenge to Council decisions should legislation and political balance not be followed where required.

Background Papers:

Local Government & Housing Act 1989, S15-17 (as amended)

Appendices

Appendix A - Membership of Committees & Working Group
Appendix B - Committee Chairs & Vice Chairs

Report Timeline:

Equalities Check & Challenge	Not applicable
SLT Sign off	9 May 2019
Previously Considered by Cabinet	Not applicable
Director Approval	9 May 2019
Chief Finance Officer Sign Off	9 May 2019
Monitoring Officer Sign Off	14 May 2019

Exempt Reports

Not applicable

Report Author & Job Title

Adele Wylie – Director for Law and Governance

📞: 01664 502502