
APPOINTMENT OF COMMITTEES AND SUB-COMMITTEES 2006/07

1 SUMMARY

- 1.1 This report sets out proposals for the discharge of business during the 2006/07 Municipal Year.

2 INTRODUCTION

- 2.1 The Council is invited:-

- (1) To agree the allocation of seats to Committees and Sub-Committees in proportion to the number of seats that each political group holds on the Council.
- (2) To appoint the membership in accordance with the wishes of political group leaders.
- (3) To appoint Chairmen and Vice-Chairmen.
- (4) To appoint a lead Councillor and Spokesperson for E-Government and Champions for both Business and Benefits, for Procurement and for the Historic Environment.

3 COMMITTEES

- 3.1 Details of the Committees for 2006/07 and the Scheme of Delegation are set out in Part 3 of the Constitution. The Constitution requires that the Council appoint at least one Overview and Scrutiny Committee, namely the Review Committee, a Standards Committee and such other Committees as considered appropriate. The Council has a statutory duty to ensure that the appointments to Committees reflect the proportion of the total number of seats on the Council held by each political group, unless otherwise agreed. If a Member is appointed to any Policy Committee that same Member cannot be appointed to the Review Committee.
- 3.2 The Corporate Director (Internal Services) has calculated the allocation of seats on Committees in accordance with the Local Government and Housing Act 1989. This sets down the following criteria that must be followed when appointing Members to Committees:-
- (1) That not all the seats are held by Members of the same group;
 - (2) That if a group has a majority of the membership of the Council then that group has the majority of the seats.

- (3) That, subject to principles (1) and (2) above, the total number of seats each political group has on all ordinary Committees is in proportion to that group's share of the total Council elected membership.
- (4) That, subject to principles (1) (2) and (3) above, each political group has the same proportion of seats as it holds on the Council as a whole.

The only exceptions to these criteria are any Committees that the Council agrees may be constituted in some other manner.

4 MEMBERSHIP OF COMMITTEES

- 4.1 The current membership of the Council is as follows:-

Conservative Group	34
Liberal Democrat Group	4
Rochford District Residents	1

- 4.2 The proposed allocation of seats is as indicated at Appendix 1 of this report.
- 4.3 Each Group Leader and non-Group Member has been asked to provide a list of Members to serve on Committees and details received of proposed Membership will follow. The Council is reminded that, in appointing Members to Committees, it is obliged to give effect to the wishes of the Groups
- 4.4 In addition to the Committees identified in Appendix 1, Annual Council will need to constitute an Emergency Planning Committee comprising the Leader of the Council and the Chairmen of the Policy Committees. The Committee would convene at the request of the Chief Executive to exercise the Council's functions in relation to emergencies requiring urgent action to deal with specific incidents.

5 APPOINTMENT OF CHAIRMEN AND VICE-CHAIRMEN

- 5.1 The Council is invited to appoint the Chairmen and Vice-Chairmen of Committees. Each Group Leader has been asked to submit nominations for Members to serve as Chairman and Vice-Chairman. Details of these will follow.
- 5.2 Previously, the Chairman of the Finance and Procedures Overview and Scrutiny Committee (or their nominee/s) was appointed lead Councillor and Spokesperson for E-Government and the Council's Champion for Business, Champion for Benefits and Champion for Procurement. It is therefore considered appropriate that the Chairman of the Policy, Finance & Strategic Performance Committee (or their nominee/s) should take on these roles.

- 5.3 Similarly, the Council is required to nominate a Champion for the Historic Environment. It is suggested that the Chairman of the Leisure, Tourism and Heritage Committee should take on this role.

6 SUB-COMMITTEES

- 6.1 The activity of the Planning Committee Review Sub-Committee and Waste Management and Recycling Sub-Committee at the conclusion of the 2005/06 Municipal Year points to it being appropriate to re-appoint these two Sub-Committees at Annual Council.
- 6.2 At its last meeting, the Planning Committee Review Sub-Committee agreed that there should be one further meeting at which final recommendations would be determined. The Waste Management and Recycling Sub-Committee concluded that further meetings are required to consider the Essex Joint Procurement Process and to monitor the Waste and recycling Forward Plan.
- 6.3 As with Committees, the allocation of seats to Sub-Committees should accord with the pro-rata criteria set out in the Local Government Housing Act 1989, unless Council agrees unanimously that they may be constituted in some other manner.
- 6.4 The Sub-Committees are set out at Appendix 2 of this report. As with Committees, each Group Leader and non-Group Member has been asked to provide a list of Members to serve on them, together with nominations for Chairmen. Details of these will follow. Although not a legal requirement, Members serving on a Sub-Committee would normally be appointees to the corresponding parent Committee, which are the Policy, Finance and Strategic Performance Committee (for Planning Committee Review Sub-Committee) and the Environmental Services Committee (for the Waste Management and Recycling Sub-Committee).

7 RESOURCE IMPLICATIONS

- 7.1 Provision is made within the 2006/07 estimates for the anticipated costs that will arise from the proposals contained within this report.

8 LEGAL IMPLICATIONS

- 8.1 None other than set out in the report.

9 RECOMMENDATION

9.1 It is proposed that the Council **RESOLVES**

- (1) To constitute Committees and Sub-Committees as shown at Appendices 1 and 2 of this report, together with an Emergency Planning Committee on the basis set out at paragraph 4.4 above.
- (2) To appoint Members to serve on these Committees and Sub-Committees for the 2006/07 Municipal Year.
- (3) To appoint Chairmen and Vice-Chairmen of Committees and Chairmen of Sub-Committees.
- (4) To appoint Members as the Council's lead Councillor and Spokesperson for E-Government, and as the Council's Business Champion, Benefits Champion, Procurement Champion and Historic Environment Champion. (HAMS)

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Chief Executive

Background Papers:

None

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