



Council | AGM

**Tuesday, 16 May
2017**

**Matter for
Information and
Decision**

Title: **Appointment of Office Holders, Committees & Memberships 2017/18**

Author: **Mark Hall (Chief Executive)**

1. Introduction

To appoint the Office Holders, Committees, Boards, Panels, Forums and Working Groups of the Council and the Chairs, Vice-Chairs and Members (including the arrangements for Substitute Members) to serve thereon for the municipal year 2017/18.

2. Recommendations

That the nominated appointments of Office Holders, Committees, Boards, Panels, Forums and Working Groups of the Council and the Chairs, Vice-Chairs and Members (including the arrangements for Substitute Members) to serve thereon for the municipal year 2017/18 be approved (as set out in the Appendix).

3. Information

3.1. In accordance with the Constitution, Members must, at the Council's Annual General Meeting, receive nominations of Office Holders, Committees, Boards, Panels, Forums and Working Groups of the Council and the Chairs, Vice-Chairs and Members to serve thereon. The nominated appointments are set out in the **Appendix**.

3.2. The Officer Holders (in addition than those hitherto elected*) include:

- *Mayor;
- *Deputy Mayor;
- Leader of the Council;
- Deputy Leader of the Council; and
- Leader of the Opposition

3.3. The Committees, Boards, Panels, Forums and Working Groups that fall under the direct control of Oadby and Wigston Borough Council include:

- Policy, Finance and Development Committee (*15 Members*);
- Service Delivery Committee (*15 Members*);
- Development Control Committee (*13 Members*);
- Licensing and Regulatory Committee (*10 Members*);
- Licensing Sub-Committee (*3 Members*);
- Change Management Committee (*8 Members*);
- Place Shaping Working Group (*9 Members*);
- Children and Young Peoples' Forum (*5 Members*);
- Health and Wellbeing Board (*6 Members*);
- Armed Forces Working Group (*9 Members*);
- Appeals Panel (*17 Members*);
- Interview Panel (*11 Members*);
- Community Engagement Forum (*3 Members*);

- Residents' Forums (*3 Members*); and
 - Supporting Leicestershire Families' Working Group (*6 Members*)
- 3.4. The Forums and Working Groups that fall outside the direct control of Oadby and Wigston Borough Council include:
- Community Safety Partnership (*1 Member*); and
 - Oadby and Wigston Highways Forum - Borough Councillors only (*5 Members*)
- 3.5. It is proposed that Substitute Members will be permitted to attend any meeting of the above-mentioned Committees, Boards, Panels, Forums and Working Groups (as set out at paragraph 3.3 of this report) and vote on behalf of the Member(s) they are substituting for, except for meetings of the:
- Development Control Committee;
 - Licensing and Regulatory Committee; and
 - Licensing Sub-Committee
- 3.6. In accordance with the Constitution, no Member may sit on any meeting of the below-mentioned Committees, Sub-Committees or Panels until s/he has undergone basic training on the law and procedure relating to the functions of the same:
- Development Control Committee;
 - Licensing and Regulatory Committee;
 - Licensing Sub-Committee; and
 - Appeals Panel
- 3.7. In allocating and reviewing the membership of ordinary committees and sub-committees, account must be taken of the requirements of the Local Government (Committees and Political Groups) Regulations 1990 and 1991 made under sections 15 and 16 of the Local Government and Housing Act 1989 ("the Regulations").
- 3.8. The Regulations require that seats on ordinary committees and sub-committees are allocated to the political groups in a way which reflects the overall balance on the Council; with some exceptions to any committees, working groups etc. established under the Constitution. The allocation of seats on ordinary committees must be the same proportion as the number of Members of the Authority as a whole.
- 3.9. The Council has a duty when allocating or reviewing the allocation of seats on committees etc. to give effect, so far as is reasonably practicable, to the following four principles:-
- i. all the seats are not allocated to the same political group;
 - ii. the majority of the seats go to the political group in the majority on the full Council;
 - iii. subject to the above two principles, the total number of seats on the ordinary committees of the Authority are allocated to each political group in the same proportion as the group's representation on the full Council; and
 - iv. subject to the above three principles, the number of seats on each committee are allocated to each political group in the same proportion as the group's representation on the Council.
- 3.10. The ratios set out in the **Appendix** are proportionate to the number of Members of the Authority as a whole and reflect the requirement(s) to represent the different political groups.

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Implications	
Financial (CR)	No implications.
Legal (AC)	In accordance with the Local Government (Committees and Political Groups) Regulations 1990 and 1991 made under sections 15 and 16 of the Local Government and Housing Act 1989.
Risk (SB)	Failure to abide by the above Regulations could result in the Council acting <i>ultra vires</i> .
Equalities (SB)	The ratios set out in the Appendix are proportionate to the number of Members of the Authority as a whole and reflect the requirement(s) to represent the different political groups.
	Equality Assessment:-
	<input type="checkbox"/> Initial Screening <input type="checkbox"/> Full Assessment <input checked="" type="checkbox"/> Not Applicable