

## Members' Substitute Scheme (Part 4, Para. 3)

### (a) Officers' Version

#### 3. Nomination and Appointment

- 3.1 The Council, when establishing appointments to committees and working groups of the Council, will also appoint **named** substitutes for elected Members to those bodies on the nomination of the political group leaders. Substitutes to other working groups will be appointed by the establishing body, as appropriate. The substitutes themselves must also be elected members.
- 3.2 The number of substitutes appointed will relate to the number of seats that each political group or grouping has on the body concerned as follows:
- more than 5 seats - 3 substitutes;
  - 2 to 5 seats - 2 substitutes; and
  - 1 seat - 1 substitute.
- 3.3 On appointment, it shall be the responsibility of a substitute member to keep up to date with the business of the body to which he or she has been appointed to ensure effective **and informed** decision-making.

### (b) Members' Version

#### 3. Nomination and Appointment

- 3.1 ~~The Council, when establishing appointments to committees and working groups of the Council, will also appoint named substitutes for elected Members to those bodies on the nomination of the political group leaders.~~ **Any member may self-appoint a substitute in lieu of that member to attend any meeting of a committee and working group of the Council on an ad-hoc basis.** The substitute themselves must also be an elected member.
- 3.2 ~~The number of substitutes appointed will relate to the number of seats that each political group or grouping has on the body concerned as follows:~~
- ~~more than 5 seats - 3 substitutes;~~

- ~~2 to 5 seats - 2 substitutes; and~~
- ~~1 seat - 1 substitute.~~

3.3~~2~~ On appointment, it shall be the responsibility of a substitute member ~~to keep up to date with the business of the body~~ **to familiarise themselves with the business due to be transacted at the meeting** to which he or she has been appointed **to attend** to ensure effective **and informed** decision-making.