

<b>SUBJECT</b>	Establishment of Committees, Allocation of Seats to Political Groups and Appointments to Committees, Outside Bodies and Informal Meetings
<b>REPORT OF</b>	Bob Smith, Chief Executive
<b>RESPONSIBLE OFFICER</b>	Joanna Swift, Head of Legal and Democratic Services
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<b>WARD/S AFFECTED</b>	Not ward specific

### 1. Purpose of Report

Annual Council is the first meeting of the Municipal Year and is held to enable the Council to establish Committees and allocate seats in accordance with political balance.

#### RECOMMENDATIONS:

1. **To agree the establishment of the Committees listed in Section 3 of this report.**
2. **That the Council's political balance be noted.**
3. **To agree the appointment of Councillors to Committees as shown on Appendix: Appointments (to follow).**
4. **To agree the appointment of Councillors to Outside Bodies relating to Council functions as shown on Appendix: Appointments (to follow), and that authority to make changes to appointments during the Municipal Year 2019-20 be delegated to the Chief Executive in consultation with the Leader of the Council.**

### 2. Reasons for Recommendations

The Council is required to establish at least one Overview Committee and regulatory and other Committees for the Municipal Year. Seats on those Committees must be allocated in accordance with the political balance rules. The Council must then make appointments to those Committees in accordance with the Constitution.

### 3. Establishment of Committees

The Council is asked to establish the following Committees:

<b>Committee</b>	<b>Number of Members</b>
Audit & Standards	9
Services Overview	15
Resources Overview	15
Appeals & Complaints	11
Governance & Electoral Arrangements	11
Licensing	15
Planning	13
Joint Staffing	6, plus 6 South Bucks District Council Members
Joint Overview & Scrutiny	5, plus 5 South Bucks District Council Members

### 4. Political Balance

4.1. The Council's political balance as of 14 May 2019 is as follows:

Conservatives – 38 seats  
 Liberal Democrat – 2 seats

4.2. The total number of seats to be allocated to the Conservative group is 95%; with the Liberal Democrat allocated 5%. The Council is required to allocate seats based on these proportions.

4.3. Section 15 of the Local Government and Housing Act 1989 requires seats to be allocated on ordinary Committees and Sub-Committees (where appropriate) in accordance with the following principles:

#### First Principle

#### **'Not all seats are allocated to the same Political Group'**

This means that all ordinary Committees and Sub-Committees must consist of Conservatives and Liberal Democrats.

Second Principle**'The majority of seats are to be allocated to the Majority Political Group'**

This means that the majority of seats on ordinary Committees and Sub-Committees are to be allocated to the Conservative Group. It also means a clear majority in practice – without the use of a second vote.

Third Principle**'Subject to the First and Second Principles, the total number of seats each political group has on all ordinary committees shall be in proportion to the proportion of seats that it has on full Council'**

This means that for each politically balanced Committee, the Conservatives are entitled to 95% of the seats and the Liberal Democrats are entitled to 5%. The table below details the entitlement of both Political Groups corresponding to the total number of seats available on a Committee.

<b>Committee Seats</b>	<b>Conservative Seats</b>	<b>Lib Dem Seats</b>
15	14.25	0.75
14	13.30	0.70
13	12.35	0.65
12	11.40	0.60
11	10.45	0.55
10	9.50	0.50
9	8.55	0.45
8	7.60	0.40
7	6.65	0.35
6	5.70	0.30
5	4.75	0.25

Fourth Principle**'Subject to the First, Second and Third Principles, each political group shall have the same proportion of seats as it holds on the council as a whole'**

This means that subject to the other principles, the total seats that each Political Group has shall correspond to the total seats on Full Council.

The following table shows the proposed allocation of seats for both the Conservative Group and the Liberal Democrat Group.

	Places	Conservative			Lib Dems		
		Proposed	Ent.	Round	Proposed	Ent.	Round
		Seats	%	38	95.00%	Seats	%
Appeals and Complaints	11	10	10.45	10	1	0.55	1
Audit and Standards	9	8	8.55	8	1	0.45	1
Governance and Electoral Arrangements	11	10	10.45	10	1	0.55	1
Licensing	15	14	14.25	14	1	0.75	1
Resources Overview	15	14	14.25	14	1	0.75	1
Services Overview	15	14	14.25	14	1	0.75	1
Planning	13	12	12.35	12	1	0.65	1
Joint Staffing	6	5	5.70	5	1	0.30	1
Joint Overview	5	4	4.75	4	1	0.25	1
<b>TOTALS</b>	<b>100</b>	<b>91</b>	<b>95.00</b>	<b>91</b>	<b>9</b>	<b>5.00</b>	<b>9</b>

## 5. Appointment of Councillors to Serve on each Committee

The Council is asked to agree the nominations of Councillors to serve on each Committee as shown on Appendix (to follow).

Appointments to Joint Executive Committees will be made by the Cabinet meeting on 9 July.

The Council's Constitution allows the proper officer to determine after consultation with Group Leaders the political balance when there is change in political composition during the term of the Council. Subsequent changes may also be made to appointments to Committees during the Municipal Year to reflect the wishes of the respective political group.

Meetings of every Committee will take place immediately after Annual Council for the purpose of making appointments to Chairman and Vice-Chairman.

## 6. Appointments to Outside Bodies

The Council is asked to agree the nominations of Councillors to serve on Outside Bodies as shown on Appendix (to follow). The appointment of Councillors to serve on Outside Bodies relating to a Cabinet function will be agreed by the Cabinet at the meeting on 9 July. The Council does not need to agree appointments to those Outside Bodies that have been delegated by the Council to the Cabinet, Committee or an officer.

## 7. Corporate Implications

### 7.1 Financial

The recommendations in this report have no direct financial implications and can be met within existing budgets.

### 7.2 Legal

The Council is required to establish Committees and agree appointments to Committees, outside bodies and informal meetings.

## 8. Links to Council Policy Objectives

Ensuring representation on the Council's Committees, outside bodies and informal meetings supports the delivery of the Council's key objectives.

## 9. Next Steps

The appointments to Committees, Outside Bodies and other informal meetings, once agreed, will be published on the Council's website. Outside bodies will be contacted and provided with the contact details of the respective Councillors so that details of forthcoming meetings can be supplied.

<b>Background Papers:</b>	None other than those referred to in the report.
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