

POLICY AND RESOURCES COMMITTEE – 12 JUNE 2023

PART I – DELEGATED

10. APPOINTMENT TO THE SUB -COMMITTEES OF POLICY AND RESOURCES COMMITTEE (ADSPH)

1. Summary

1.1 The report is being presented to the Committee to re-establish the following sub-committees for 2023/24: Constitution, Local Plan and Equalities and appoint the members to the sub-committees.

1.2 The report also proposes that the Members appointed to them be proportional based on the number of seats each Group has on the Council with the proportionality details provided in Paragraph 2.2 of the report with the Members appointed being:

Constitution (x9): Stephen Giles-Medhurst, Tony Humphreys, Chris Lloyd, Sarah Nelmes, Chris Whately-Smith, Stephen Cox, Oliver Cooper, Debbie Morris, Ciaran Reed

Local Plan (x11): Matthew Bedford, Stephen Giles-Medhurst, Chris Lloyd, Sarah Nelmes, Phil Williams, one member to be advised at the meeting, Stephen Cox, Chris Mitchell, Oliver Cooper, Rue Grewal, Philip Hearn

Equalities (x9): Raj Khiroya, Khalid Hussain, Anne Winter, Kevin Raeburn, Louise Price, Stephen Cox, Rue Grewal, Lisa Hudson, Reena Ranger OBE

1.3 Any Member of the Council is able to be appointed as a Member of a sub-committee and any Member can be a substitute.

1.4 It is proposed that the Covid-19 Response sub-committee is not re-established.

2. Details

2.1 The Committee will note that the proportionality of the sub-committees was 5 Liberal Democrats, 3 Conservative and 1 Labour with the total number of seats on each sub-committee being 9.

2.2 It is proposed for 2023/24 the proportionality of the sub-committees be as follows:

<i>New - Proposed 2023/24</i>	Seats Available	Conservative	Green	Labour	Lib Dem	Independent	Total
Constitution Sub Committee	9	3	0	1	5	0	9
Local Plan Committee	11	3	1	1	6	0	11
Equality Sub Committee	9	3	0	1	5	0	9
TOTAL	29	9	1	3	16	0	29
Percentage		31%	3%	10%	55%	0%	100%

2.3 The sub-committees have no decision-making powers with their remits being:

Local Plan Sub-Committee

2.4 To make recommendations to the Policy and Resources Committee in respect of the preparation of the Local Plan in line with the most up to date Local Development Scheme which includes preparation, consultation, publication, submission and examination stages.

Equalities sub-committee

2.5 To review and consider Equalities matters and make recommendations.

Constitution sub-committee

2.6 *To review the Council's Constitution and Governance arrangements and to make recommendations to the Policy and Resources Committee for Council ratification.*

2.7 As responsibility for the matters considered by the sub-committees is under the remit of the Policy and Resources Committee, it is for them to appoint the Members. All the sub-committees need to be proportional to the number of seats each Political Group holds on the Council.

3. Options and Reasons for Recommendation

3.1 That the Policy and Resources Committee re-establish the following sub-committees: Constitution, Local Plan and Equalities

3.2 That Members appointed to all the sub-committees be proportional based on the number of seats each Group has following the election on 4 May. The proportionality to be as provided in Paragraph 2.2 of the report with the Members appointed being:

Constitution (x9): Stephen Giles-Medhurst, Tony Humphreys, Chris Lloyd, Sarah Nelmes, Chris Whately-Smith, Stephen Cox, Oliver Cooper, Debbie Morris, Ciaran Reed

Local Plan (x11): Matthew Bedford, Stephen Giles-Medhurst, Chris Lloyd, Sarah Nelmes, Phil Williams, one member to be advised at the meeting, Stephen Cox, Chris Mitchell, Oliver Cooper, Rue Grewal, Philip Hearn

Equalities (x9): Raj Khiroya, Khalid Hussain, Anne Winter, Kevin Raeburn, Louise Price, Stephen Cox, Rue Grewal, Lisa Hudson, Reena Ranger OBE

That no decision-making powers be delegated to the sub-committees;

That any Member of the Council can be appointed a Member of the sub-committees and all Members can be substitute Members.

To not re-establish the Covid-19 Response sub-committee.

4. Policy/Budget Reference and Implications

4.1 The recommendations fall within the Council's agreed policy and budgets.

5. Community Safety, Public Health, Customer Services Centre Implications

5.1 None specific.

6. Legal Implications

- Policy and Resources Committee have the power to set up sub-committees;
- Membership of the sub-committees can derive from the membership of the whole Council not just on the Committee itself;
- The membership has to be politically proportionate;
- The sub-committee can be given delegated authority to make decisions within its remit save where reserved to Council such as constitutional changes and some aspects of the local plan framework;
- The provisions of Schedule 12A of the Local Government Act 1972 will apply to meetings of the sub-committee so they have to be held in public unless there are exceptions to the rule which allows for the meeting to move into private Part ii business; Council made a decision that the meetings could be held virtually as long as they were open to the public (livestreamed) and the public were able to speak at the meetings on any Part i business under Rule 35(b).
- All Members can act as substitute Members.
- In view of the nature of the work of the Local Plan sub-committee it is of course desirable for there to be consistency within the attending membership. Substitutes should only be allowed in exceptional circumstances and not as a matter of course.

7. Equal Opportunities Implications

None specific

8. Staffing Implications

8.1 The sub-committee meeting papers are prepared, published and organised by officers and clerked by a committee clerk.

9. Climate Change and Sustainability Implications

9.1 As the meetings are non decision making they are able to be held virtually. Holding the meetings virtually supports the council Climate Change Strategy.

10. Communications and Website Implications

10.1 Details on the sub-committees will be provided on the website and communication to all Councillors will be provided on publication of the agenda.

11. Risk and Health & Safety Implications

11.1 The Council has agreed its risk management strategy which can be found on the website at <http://www.threerivers.gov.uk>. In addition, the risks of the proposals in the report have also been assessed against the Council's duties under Health and Safety legislation relating to employees, visitors and persons affected by our operations. The risk management implications of this report are detailed below.

11.2 The subject of this report is covered by the Legal and Committee service plan. Any risks resulting from this report will be included in the risk register and, if necessary, managed within this/these plan(s).

Nature of Risk	Consequence	Suggested Control Measures	Response <i>(tolerate, treat, terminate, transfer)</i>	Risk Rating <i>(combination of likelihood and impact)</i>
Not appointing to the sub-committees	Reducing the opportunity for debate by members on the matters which the sub-committees debate	Appoint to the sub-committees	Treat	1:1

The above risks are scored using the matrix below. The Council has determined its aversion to risk and is prepared to tolerate risks where the combination of impact and likelihood scores 6 or less.

Very Likely ----- Likelihood ----- ▼ Remote	Low	High	Very High	Very High
	4	8	12	16
	Low	Medium	High	Very High
	3	6	9	12
	Low	Low	Medium	High
	2	4	6	8
	Low	Low	Low	Low
	1	2	3	4
	Impact			
	Low	-----▶		Unacceptable

Impact Score

4 (Catastrophic)

3 (Critical)

Likelihood Score

4 (Very Likely (≥80%))

3 (Likely (21-79%))

2 (Significant)

2 (Unlikely (6-20%))

1 (Marginal)

1 (Remote (≤5%))

In the officers' opinion none of the new risks above, were they to come about, would seriously prejudice the achievement of the Strategic Plan and are therefore operational risks. The effectiveness of the management of operational risks is reviewed by the Audit Committee annually.

12. Recommendation

That the Policy and Resources Committee re-establish the following sub-committees: Constitution, Local Plan and Equalities

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To not re-establish the Covid-19 Response sub-committee.

Report prepared by: Sarah Haythorpe, , Sarah.Haythorpe@threerivers.gov.uk

Data Quality

Data sources:

Previous sub-committee reports to P&R Committee

Data checked by: Proportionality details provided by Joanne Wagstaffe, Chief Executive

Data rating:

1	Poor	
2	Sufficient	x
3	High	

Background Papers

Past sub-committee reports to P&R Committee

APPENDICES / ATTACHMENTS - none