

**REVIEW OF ALLOCATION OF SEATS ON COMMITTEES**

<b>Final Decision-Maker</b>	Council
<b>Lead Head of Service</b>	Angela Woodhouse, Director of Strategy, Insight and Governance
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<b>Classification</b>	Public
<b>Wards affected</b>	All

**Executive Summary**

Following the Borough Council elections on 2 May 2024, it is necessary to undertake a review of the allocation of seats on Committees. The Council is asked to approve the calculation for entitlement to seats on individual Committees and the requisite adjustments as set out in Appendix 1.

**Purpose of Report**

Decision

**This report makes the following recommendation to Council:**

1. That the calculation for entitlement to seats on individual Committees and the requisite adjustments as set out in Appendix 1 be approved.

**Timetable**

<b>Meeting</b>	<b>Date</b>
Annual Council Meeting	18 May 2024

# REVIEW OF ALLOCATION OF SEATS ON COMMITTEES

## 1. CROSS-CUTTING ISSUES AND IMPLICATIONS

Issue	Implications	Sign-off
<b>Impact on Corporate Priorities</b>	There are no direct impacts on corporate priorities arising from this, but the Committees when in place discharge the functions delegated to them having regard where appropriate to the Council's strategic objectives.	Democratic Services Officer
<b>Cross-Cutting Objectives</b>	There are no direct impacts on cross-cutting objectives arising from this, but the Committees when in place discharge the functions delegated to them having regard where appropriate to the Council's cross-cutting objectives.	Democratic Services Officer
<b>Risk Management</b>	See section 5 below.	Democratic Services Officer
<b>Financial</b>	The Committees appointed having regard to the political balance requirements form part of the agreed Leader and Cabinet Model of governance and as such there are no additional financial implications.	Democratic Services Officer
<b>Staffing</b>	There are no staffing implications.	Democratic Services Officer
<b>Legal</b>	The Council must allocate seats on Committees to the different Political Groups to reflect the size of each Political Group – Section 15 of the Local Government and Housing Act 1989. It is possible to have Committees that are not politically balanced provided that when alternative arrangements are put to the vote, no Member of the Council votes against them. The appointments to the	Deputy Head of Legal Partnership

	Committees should reflect the wishes of the Political Groups – Local Government (Committees and Political Groups) Regulations 1990 (as amended).	
<b>Information Governance</b>	No personal information is provided as part of this report.	Democratic Services Officer
<b>Equalities</b>	The review will ensure an equitable political representation in the membership of Committees.	Democratic Services Officer
<b>Public Health</b>	No specific issues arise.	Democratic Services Officer
<b>Crime and Disorder</b>	No specific issues arise.	Democratic Services Officer
<b>Procurement</b>	No specific issues arise.	Democratic Services Officer
<b>Biodiversity and Climate Change</b>	No specific issues arise.	Democratic Services Officer

## 2. INTRODUCTION AND BACKGROUND

2.1 The Council has a statutory requirement under the Local Government and Housing Act 1989 to ensure political proportionality in the membership of Committees. Following the Borough Council elections on 2 May 2024, the composition of the Council's Political Groups is anticipated to be as follows:

Green and Independent Alliance	14
Conservative	13
Liberal Democrat Group	12
Labour	6
Independent and Fant & Oakwood Group	4
Total	49

2.2 This necessitates a review of the allocation of seats on Committees. The review must take into account the change in the composition of the Council, any changes to the number of Committees and the basic principles of seat allocation prescribed by Section 15 of the Local Government and Housing Act 1989.

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### **3. AVAILABLE OPTIONS**

- 3.1 Work is continuing on the detailed responsibilities of the Cabinet portfolios and the impact on the terms of reference of the Policy Advisory Committees. The revised allocation of seats on Committees is set out in Appendix 1 (based on three Policy Advisory Committees having regard to feedback from the Democracy and General Purposes Committee that only three Policy Advisory Committees are required going forward), together with details of the adjustments required as appropriate.
- 3.2 Section 17 of the Local Government and Housing Act 1989 provides for exceptions to the political balance requirements. Essentially, the Council can amend the political balance of a Committee provided that notice of the intention to give such consideration has been given to all Members of the Council and that when the alternative arrangements are put to the vote at the Council meeting, no Member of the Council votes against them.
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### **4. PREFERRED OPTION AND REASONS FOR RECOMMENDATION**

- 4.1 Following the Borough Council elections on 2 May 2024, it is necessary to undertake a review of the allocation of seats on Committees. Group Leaders are being consulted on the allocation of seats on Committees and the adjustments required. It is recommended that the calculation for entitlement to seats on individual Committees and the requisite adjustments as set out in Appendix 1 be approved.
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### **5. RISK**

- 5.1 The review of the allocation of seats on Committees will ensure an appropriate political balance in the membership of Committees. Failure to allocate seats in line with the basic principles prescribed by Section 15 of the Local Government and Housing Act 1989 would be in breach of statutory requirements and may result in error or legal challenge.
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### **6. CONSULTATION RESULTS AND PREVIOUS COMMITTEE FEEDBACK**

- 6.1 Group Leaders are being consulted on the allocation of seats on Committees and the adjustments required.
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### **7. NEXT STEPS: COMMUNICATION AND IMPLEMENTATION OF THE DECISION**

- 7.1 Once the allocation of seats has been decided upon, there is a duty to give effect to the allocation by making appointments to them in accordance with the wishes of the Group Leaders on behalf of their respective Political Groups.
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## **8. REPORT APPENDICES**

Appendix 1: Allocation of Seats on Committees - May 2024

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## **9. BACKGROUND PAPERS**

None