

CITY COUNCIL – 14 MAY 2018

REPORT OF THE LEADER

APPOINTMENTS, REMITS AND FIRST MEETINGS OF COMMITTEES AND JOINT BODIES 2018-19

1 SUMMARY

- 1.1 The appendices set out the terms of reference and first meeting dates of Council bodies which require appointment by Council, along with all proposed memberships, substitutes and chairing arrangements (where applicable). They will also set out, for information, the terms of reference and first meeting dates of Joint Bodies. Appendix 3 detailing the membership will be circulated prior to the meeting.
- 1.2 Up to six substitutes may be appointed by each group for each Committee, Sub-Committee or Panel etc., with the exception of those for which substitutes are not permitted. Where substitutes are known, these will be included in the relevant appendix.

2 RECOMMENDATIONS

- 2.1 To agree the first meeting dates of Council bodies and Joint Bodies, as set out in Appendix 1.
- 2.2 To agree the terms of reference of Council bodies and Joint Bodies, and any related changes to the Constitution, as set out in Appendix 2.
- 2.3 To agree the membership of Council bodies and the City Council membership of Joint Bodies, as set out in Appendix 3 (to follow).
- 2.4 To agree substitutes, where applicable, as set out in Appendix 3 (to follow).

3 REASONS FOR RECOMMENDATIONS

- 3.1 To ensure that the appointments to Committees and Joint Bodies and their first meetings for 2018-2019 are agreed and that terms of reference reflect legislative requirements.
- 3.2 With regards to changes to the Constitution as set out in recommendation 2.2 – all terms of reference have been reviewed. As a result, some minor changes to the terms of reference as set out in the Constitution will be made, as a result of future-proofing membership: where spaces are reserved for particular Portfolio Holders, they are now referred to by what is covered by their remit, rather than their Portfolio titles. The changes are administrative, and have no impact on the remit of the Committees.

4 OTHER OPTIONS CONSIDERED IN MAKING RECOMMENDATIONS

- 4.1 No other options have been considered in making the recommendations.

5 BACKGROUND (INCLUDING OUTCOMES OF CONSULTATION)

- 5.1 The Council establishes committees and agrees and amends terms of reference, determines their composition and makes appointments to them, unless they are

executive committees and delegations which fall within the Leader's remit. After the Council has established the committee structure for the year, the Constitution allows that where in-year changes are required to memberships, either at the request of the relevant political group or because a member has resigned or ceased to be eligible for membership, the Deputy Chief Executive, Corporate Director or Chief Finance Officer has the authority to action these changes.

5.2 Political balance must be preserved where applicable, and any changes reported to the next meeting of Council.

5.3 Details of membership will be updated and published on the Council's website on an ongoing basis.

6 FINANCE COLLEAGUE COMMENTS (INCLUDING IMPLICATIONS AND VALUE FOR MONEY)

6.1 None.

7 LEGAL AND PROCUREMENT COLLEAGUE COMMENTS (INCLUDING RISK MANAGEMENT ISSUES, AND LEGAL, CRIME AND DISORDER ACT AND PROCUREMENT IMPLICATIONS)

7.1 None.

8 EQUALITY IMPACT ASSESSMENT (EIA)

8.1 An EIA is not required as the report does not relate to new or changing services or policies.

9 LIST OF BACKGROUND PAPERS OTHER THAN PUBLISHED WORKS OR THOSE DISCLOSING CONFIDENTIAL OR EXEMPT INFORMATION

9.1 None.

10 PUBLISHED DOCUMENTS REFERRED TO IN COMPILING THIS REPORT

10.1 None.

**COUNCILLOR JON COLLINS
LEADER OF THE COUNCIL**