
Appointment of Council Committees 2024- 2025 Municipal Year

Decision to be taken by
Full Council

Date of meeting: 16th May 2024

Lead director/officer: Kamal Adatia

Useful information

- Ward(s) affected: All
- Report author: Kamal Adatia, Monitoring Officer
- Author contact details: Kamal.Adatia@leicester.gov.uk
- Report version number: 1

1. Summary

This report sets out detail of the Committees and Boards to be appointed for the 2024/25 municipal year.

2. Recommended actions/decision

2.1 That the:-

Overview Select Committee
Adult Social Care Scrutiny Commission
Children, Young People and Education Scrutiny Commission
Culture and Neighbourhoods Scrutiny Commission
Economic Development, Transport and Climate Emergency Scrutiny Commission
Housing Scrutiny Commission; and
Public Health and Health Inclusion Scrutiny Commission

all be established in accordance with the Terms of Reference (attached as Appendix B), the size of each being in accordance with the lists detailed in Appendix A, and the Chair and Vice Chair positions being confirmed in accordance with the lists circulated to members separately, it being noted that any remaining places will be filled in accordance with relevant procedures and in consultation with the relevant Groups/Members.

2.2 That the number of parent co-opted places on the Children, Young People and Education Scrutiny Commission be increased from two to three to include one from each of the following three categories of maintained schools: Primary Schools, Secondary Schools, Special Schools.

2.3 That the:-

Governance and Audit Committee
Health and Wellbeing Board
Standards Committee
Planning and Development Control Committee
Licensing and Public Safety Committee; and

Licensing Sub-Committees

all be established in accordance with their existing Terms of Reference, the size of each being in accordance with the listed detailed in Appendix A, and the Chair and Vice Chair positions being confirmed in accordance with the lists circulated to members separately, it being noted that any remaining places will be filled in accordance with relevant procedures and in consultation with the relevant Groups/Members.

- 2.4 That the Employees Committee be established with the Terms of Reference and size as specified within the Council's Constitution, with the process for the appointment of Chair and membership being in accordance with the provisions of the Constitution.

3. Background and options with supporting evidence

Appointment of Committees & Boards

- 3.1 In accordance with the Constitution, the Annual Meeting of the Council will appoint such committees and boards as the Council considers appropriate to deal with matters which are neither reserved to the Council nor are Cabinet functions; will agree the size of each Committee; and will appoint a Chair, Vice-Chair, Members and substitute Members (where appropriate) for each committee and board in accordance with political balance rules.
- 3.2 The various politically balanced Committees and Boards to be appointed for 2024/2025 are detailed in paragraphs 2.1 and 2.3 and shown at Appendix A. Members are asked to confirm the size of each committee. There are other Committees/Boards that operate (such as the Police & Crime Panel and the Combined Fire Authority) but the constitution of their Membership is not a matter for Full Council.
- 3.3 Political balance rules have been applied where appropriate in terms of the allocation of seats to political groups on each individual Committee/Board and the overall number of seats allocated to each political group reflecting the relative size of each group as a percentage of the total number of Council Members Appendix A denotes in yellow instances where a committee place is to be awarded to either the Green or Liberal Democrat Group or to a non-Grouped member. The legal provisions governing allocation are found in the Local Government and Housing Act 1989 and the associated Local Government (Committees and Political Groups) Regulations 1990.

Appointment of Chairs and Vice-Chairs

- 3.4 Council is required to appoint the Chair and Vice-Chair of each body in accordance with the lists circulated separately to members.

Membership

- 3.5 Council is asked to note that in accordance with Council Procedure Rule 35 appointment of Councillors to fill places on Committees or Sub-Committees, or any vacancies which may arise, shall be by the Monitoring Officer in consultation with the political group whips, and with the consent of any Councillor being appointed.

Calendar of meetings

- 3.6 The calendar of meetings is to be taken as part of item 9 on the agenda. This is the overall plan for meetings for the forthcoming year and has been drawn up in order to accommodate all known formal meetings, balanced over the municipal year. Further amendments to the calendar can be accommodated at committee level subject to relevant provisions within the Council committee and Scrutiny committee procedure rules within the Constitution.

Terms of Reference

- 3.7 The Constitution requires Council to agree the Terms of Reference of certain Committees and Boards. It is proposed that all Terms of Reference remain the same, save for the changes summarised below:

Health and Wellbeing Board

- 3.8 The membership list is amended to reflect an additional place of the 7 NHS representatives being allocated to the Integrated Care Board. There is no proposal to vary the size of the overall membership of the Board though the proposed reconfigured membership is attached at Appendix D.

Scrutiny Committees

- 3.9 A revised set of terms are attached at Appendix B. These set out a small number of minor alterations that more accurately reflect the respective roles of the Overview Select Committee and the six scrutiny commissions. Also appended at Appendix C for the purposes of information is the scrutiny/executive portfolio arrangement for 2024/25. This document complements the broader Scrutiny Terms of Reference by providing more detail on work areas that fall within the portfolio of each committee, by reference to the City Mayor's appointment of the respective Executive lead.

Co-opted membership of the Children, Young People and Education Scrutiny Commission.

- 3.10 The Parent Governor Representatives (England) Regulations 2001 make provision for the appointment of parent governor co-optees. These regulations state that the Council shall appoint at least two, but not more than five, parent governor representatives from maintained schools to any overview and scrutiny committee that has functions which relate wholly or partly to any education functions.

The Council currently has two places for maintained school parent governor co-optees on the Children, Young People and Education Scrutiny Commission, and has chosen to categorise those two places as follows:

Parent governor representative of primary or special schools; and
Parent governor representative of secondary schools

. At the current time both places remain unfilled and recent ballots have proven unsuccessful in attracting candidates to put themselves forward. With the growth in the number of academies, the percentage of maintained schools has fallen over the years meaning there is a smaller pool of parent governors who are eligible to stand, and this is inevitably impacting on the ability to fill the places. .

In the latest ballot that was run for this, a query was raised by the parent governor of a special school with regard to why special schools do not have a representative in their own right but are instead placed in the same category as primary schools. At the current time the number of maintained schools in each category is as follows:

Maintained Special Schools: 4 schools.

Maintained Primary schools: (voluntary aided and non voluntary aided) – 45 schools.

Maintained Secondary schools: (voluntary aided and non voluntary aided) – 9 schools.

It is therefore proposed that the Council recognises the request for recognition of Special Schools as a distinct category in the make-up of co-opted parent governors on the Children, Young People and Education Scrutiny Commission.

4. Financial, legal implications

4.1 Financial implications

There are no direct financial implications arising from this report, which merely seeks to reflect in report format items of business that are normally presented via the technical script presented at the AGM. The Allowances for Members, including Special Responsibility Allowances for Chairs and Vice-Chairs, are agreed through the Member Allowances Scheme (MAS) which is separately agreed by Full Council.

Colin Sharpe, Head of Finance, ext 4081

4.2 Legal implications

The report deals throughout with the Council's Constitutional requirements regarding the establishment of Committee arrangements for the municipal year. These are in turn reflective of legislation which has been referenced in the main body of the report.

Kamal Adatia, City Barrister, ext 1401