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# **Appointment of Council Committees 2025- 2026 Municipal Year**

Decision to be taken by  
Full Council

Date of meeting: 15<sup>th</sup> May 2025

Lead director/officer: Kamal Adatia

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## Useful information

- Ward(s) affected: All
- Report author: Kamal Adatia, Monitoring Officer
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- Report version number: 1

## 1. Summary

This report sets out (i) the Committees and Boards to be appointed for the 2025/26 municipal year; (ii) their Terms of Reference, (iii) the number of Members of each such Committee/Board; and (iv) their Chair and Vice-Chair(s).

## 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 Integration Scrutiny Commission

all be established in accordance with their existing Terms of Reference, 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. It should be 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:-

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 lists circulated to all Members and attached at Appendix A, and the Chair and Vice Chair positions being confirmed in accordance

with the lists circulated to members separately (noting that any remaining places will be filled in accordance with relevant procedures and in consultation with the relevant Members) except that:

- (i) The Terms of Reference of the Governance & Audit Committee be amended in line with paragraph 3.7 below.
- (ii) The Terms of Reference of the Health & Wellbeing Board be amended in line with paragraph 3.8 below.

### **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 in accordance with political balance rules and will appoint a Chair, Vice-Chair for each Committee and Board.

3.2 The various politically balanced Committees and Boards to be appointed for 2025/2026 are shown at Appendix A of this report. There are other Committees/Boards that operate (such as the Health & Wellbeing Board, the Fire & Rescue Authority, the Police & Crime Panel) but the constitution of their Membership is not a matter for Full Council and Members are separately consulted by the Monitoring Officer about these where needed.

3.3 Political balance rules have been applied in the allocation of seats to political groups on each individual Committee/Board and the overall number of seats allocated to each political group reflects the relative size of each group as a percentage of the total number of Council Members. 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. Appendix A denotes instances where a Committee place is to be awarded to either the Green or Liberal Democrat Group or to a non-Grouped member. The Monitoring Officer will write to all Groups immediately after the AGM to populate ordinary places.

#### **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 ordinary places on Committees or Sub-Committees, or any vacancies which may arise, shall be by the Monitoring Officer in consultation with the political group, and with the consent of any Councillor being appointed

## Calendar of meetings

3.6 The calendar of meetings is to be taken as a separate item on the Council Agenda for the AGM. 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 specified below:

### **Governance & Audit Committee:**

- Replacement of following sentence in section 1.1 (Internal Audit – page 61 here [leicester-city-constitution-november-2024.pdf](#)):

*To review any proposals made in relation to the appointment of external providers of internal audit services and to make recommendations*

with:

*To review any proposals made in relation to the delivery of internal audit services, including the appointment of external providers of internal audit services, making recommendations as appropriate.*

- Addition of words underlined to section 1.2 (External Audit):

*“To note issues/recommendations identified by the External Auditor in relation to work completed on the claims and returns certified for the Council.”*

### 3.8 **Health & Wellbeing Board**

- New line 3.12 added at page 68 here - [leicester-city-constitution-november-2024.pdf](#) to state a responsibility to:

*“Oversee the function and outcomes delivered by the Leicester Integrated Health and Care Group, which is a subgroup of the Health & Wellbeing Board.”*

## **4. Financial, legal implications**

### **4.1 Financial implications**

There are no direct financial implications arising from this report. 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.

Stuart McAvoy – Head of Finance  
2<sup>nd</sup> May 2025

### **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  
8<sup>th</sup> May 2025