

## POLICY AND RESOURCES COMMITTEE – 15 JUNE 2020

### PART I – DELEGATED

#### 10. SUB-COMMITTEES OF POLICY AND RESOURCES COMMITTEE (CED)

##### 1 Summary

1.1 This report proposes that the Committee re-establishes its two sub-committees and appoints Members to them and appoints Members to the Covid-19 Response sub-committee with the following proportional membership:

1.1.1 9 Members on the Local Plan sub-committee with the political proportionality being 6, 2 and 1;

1.1.2 9 Members on the Constitution sub-committee with the political proportionality being 6, 2, 1; and

1.1.3 9 Members of the Covid-19 Response sub-committee with the political proportionality being 6, 2, 1.

##### 2 Detail

2.1 The Local Plan and Constitution sub-committees were established by the Committee in January 2019 following the motion agreed by Full Council at their meeting on 11 December 2018.

2.2 It was decided by the Committee not to delegate any decision-making powers to them. Their remits were agreed as follows:

###### ***Local Plan Sub-Committee***

2.2.1 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.

###### ***Constitution Sub-Committee***

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

###### ***Covid-19 Response Sub-Committee***

2.2.3 The new Covid-19 Response sub-committee was set up on 14 May 2020 by the Policy and Resources Committee. It will not have any decision-making powers delegated to it. One of the first items of business will be for the new sub-committee to agree its Terms of Reference for approval by Policy and Resources Committee.

2.3 Only Members of the Policy and Resources Committee would be eligible to sit on the sub-committees which would have to be politically proportionate although all Members of the Council could act as substitutes on them.

##### 3 Details

3.1 As responsibility for the matters considered by the sub-committees is under the remit of this Committee, it is for this Committee to appoint members to them.

3.2 All sub-committees will need to be proportional to the number of seats each Political Group holds on the Council.

#### **4 Options and Reasons for Recommendations**

4.1 That the Committee re-establishes the two existing sub-committees and appoints Members and appoints Members to the Covid-19 Response sub-committee with the political proportionality being 6, 2 and 1 on each sub-committee.

4.1.1 Due to the commercial confidentiality of the work on the Local Plan sub-committee, whilst the agendas for the meeting will be published on the Council's website it is highly likely that the majority of the meeting will need to be held in Part II. As such the reports will remain confidential until such time as the information can be published for the press and public.

4.1.2 With regard to the Constitution sub-committee, Officers can see no reason at this time why these meetings cannot be held in public. The matters considered by the sub-committee would be amendments to the Council Constitution.

4.1.3 With regard to the Covid-19 Response sub-committee, it is possible that some of the work will be commercially/financially confidential, so whilst the agendas for the meeting will be published on the Council's website, it is likely that some of the meeting may need to be held in Part II. As such the reports will remain confidential until such time as the information can be published for the press and public.

#### **5 Policy/Budget Reference and Implications**

5.1 The recommendations in this report are within the Council's budgets.

#### **6 Financial, Equal Opportunities, Environmental, Community Safety, Public Health, Customer Services Centre, Risk Management and Health & Safety Implications**

6.1 None specific.

#### **7 Legal Implications**

7.1 As set out in the report:

- Policy and Resources Committee have the power to set up sub-committees;
- Membership of the sub-committees derives from the membership of 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 as Part 2 business; and

- Council has agreed that 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.

## **8 Equal Opportunities Implications**

8.1 None specific.

## **9 Communications and Website Implications**

9.1 Details of the meetings and agendas will be published for the sub-committees on the Council's website.

## **10 Risk Management and Health & Safety Implications**

10.1 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.

10.2 The subject of this report is covered by the Committee service plan. Any risks resulting from this report will be included in the risk register and, if necessary, managed within this service plan.

10.3 There are no risks to the Council in agreeing the recommendations.

## **11 Recommendation**

11.1 That the sub-committees namely Local Plan and Constitution be re-established and that Members be appointed with the following proportional membership:

- 9 Members on the Local Plan sub-committee with the political proportionality being 6, 2 and 1;
- 9 Members on the Constitution sub-committee with the political proportionality being 6, 2, 1; and

11.2 That the Covid-19 Response sub-committee has the following proportional membership and that Members be appointed:

- 9 Members on the Local Plan sub-committee with the political proportionality being 6, 2 and 1;

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

11.4 That substitute Members be allowed.

Report prepared by: Sarah Haythorpe, Principal Committee Manager

## **Data Quality**

Data sources:

Council Constitution

Council – 11 December 2018

Policy and Resources Committee – 22 January 2019 & 17 June 2019

Extra Policy and Resources Committee – 14 May 2020

Data checked by: Anne Morgan, Solicitor to the Council

Data rating:

<b>1</b>	<b>Poor</b>	
<b>2</b>	<b>Sufficient</b>	√
<b>3</b>	<b>High</b>	

**Background Papers**

None