

**Annual Council Meeting**

25 May 2017

**Report of the Assistant Director, Legal and Governance**

**Allocation to Seats and Appointments to the Council Structure and Outside Bodies for 2017/18 and Allocation of Motions**

**Summary**

1. At its Annual General Meeting, Full Council considers the allocation of seats on Committees and other bodies every year and makes appropriate appointments for the coming Municipal Year. This report sets out details of those arrangements, together with a proposed schedule of motions from Groups for consideration at ordinary meetings of Council, as required by the Council Procedural Rules.

**Background**

2. Council is required to make those appointments and to allocate those places on the committees and other bodies that it wishes to set up in order to run its business during the 2017/18 Municipal Year. These appointments are made in accordance with the political balance requirements set out in the 1989 Local Government & Housing Act, as may be required.
3. In accordance with the Local Government Act 2000, Council appointed its Leader for a full term of office (up until the next local elections in May 2019). Under the same statutory provisions, the appointed Council Leader is responsible for appointing between two and nine Executive Members. Details of those appointees are set out in Annex B to this report together with other nominees to all other Council bodies.
4. Constitutionally, the Annual Meeting must approve a schedule of motions allocated to Groups for consideration at ordinary Council meetings.

## **Allocation of Seats**

5. Under agenda item 5(i), Full Council is asked to approve appointments to those available seats to which the political balance rules must be applied under the terms of the Local Government & Housing Act 1989. Council is also asked to consider applying the rules to the remaining bodies it chooses to set up, in accordance with previous practice. Full details are contained in Annex A to this report.

## **Appointments to Committees, Working Groups & Outside Bodies**

6. Further to the allocation of seats referred to above, under agenda item 5, Full Council is asked to make appointments to those Committees and other bodies set out in Annex B. These include various outside bodies, together with Chairs and Vice Chairs of Committees and membership of Ward Committees. These appointments will be made in accordance with nominations to be made by political groups, together with nominations to places allocated to Independent Members.
7. Also included within Annex B are the details of statutory appointments which the Council is required to make to its Health & Wellbeing Board. This is a Committee of the Council but one to which proportionality rules do not have to be applied. Statutorily, the Council must appoint the Council Leader (or his or her nominee) to the Board. It is proposed that Councillor Runciman as Executive Member for Health & Adult Social Care be appointed as the Leader's nominee for the 2017/18 Municipal Year. At its meeting on 8 March 2017, the Health & Wellbeing Board reviewed its terms of reference and membership. Elsewhere on this agenda, the recommendations of that meeting in relation to updating the Board's terms of reference are before Annual Council for approval.
8. Traditionally, the Council has also appointed a further 3 Members to the Board. In the past, these Members have been appointed from the 3 largest groups on the Council. However, in view of the likelihood of Councillor Runciman (Liberal Democrat) being appointed as the Leader's nominee for 2017/18, it is suggested that the Council may wish to allocate these 3 places as follows:
  - 1 Labour;
  - 1 Conservative;
  - 1 Green.

## **Fire Authority**

9. As shown in Annex A (proportionality of seats), Council must apply proportionality itself to its available places on the Fire Authority. The Council is entitled to 4 places, giving 1 place to each of the Labour, Conservative, Liberal Democrat and Green Groups.

## **West Yorkshire Combined Authority (WYCA)**

10. Details of places available to the Council and its nominations to fill those places are also set out in Annex B referred to. These include nominations to the Combined Authority itself, its Transport and Scrutiny Committees.

The WYCA will be given details of the Leader's appointed relevant Executive Member for co-option by WYCA to its West Yorkshire and York Investment Committee.

Council is further asked to note that the WYCA Member appointed by this Authority is appointed (in their capacity as WYCA Member), to WYCA's LCR Partnership Committee.

## **Schedule of Motions**

11. A proposed schedule of allocation of motions to ordinary Council meetings is attached at Annex C to this report, in accordance with the requirements of the Council's Constitution. For completeness, it shows the proposed allocation for the coming Municipal Year, together with projections for allocations for the remainder of the existing Council 4 year term, up to the local elections.

## **Consultation**

12. In accordance with the usual process for gathering nominations to available places at the Annual Council Meeting, all party Groups have been consulted on and provided with the necessary information on available places.

## **Options**

13. Options open to the Council are:
  - (i) to approve or not approve the allocation of seats in accordance with the arrangements set out in Annex A;

- (ii) to make the appointments proposed at the meeting to Committees and other bodies set out in Annex B, including the appointment of Chairs and Vice Chairs to Committees, or propose alternatives;

### **Council Plan 2015-19**

14. Establishing an appropriate decision making and scrutiny structure, is essential in providing a framework through which the Council can make decisions relating to the delivery of its core priorities set out in the Council Plan, effectively.

### **Implications**

15. There are no known implications in relation to the following in terms of dealing with the specific matter before Members, namely to consider the allocation of seats and places to Committees and other bodies, including Chairs and Vice Chairs, together with the appointment of a Council Leader.
  - Financial
  - Human Resources (HR)
  - Equalities
  - Crime and Disorder
  - Property
  - Other

### **Legal Implications**

16. The Council is statutorily obliged to make appointments to committees, advisory committees, sub Committees and certain other prescribed bodies in accordance with the political balance rules. These rules may only be waived where no Member votes against the proposal. As with previous years, it is suggested that the rules be waived in relation to appointments to the Joint Standards Committee, in the interests of fairness, independence and equality on this Committee.

### **Risk Management**

17. In compliance with the Council's risk management strategy, there are no known risks associated with the recommendations in this report, other than the failure to meet the above legal requirements and the risk of a Council operating with no agreed political management arrangements (in the form of a decision making and

scrutiny structure) should Annual Council fail to make any such arrangements.

## Recommendations

18. Members are asked to consider the recommendations and annexes attached to this report and
- (i) Agree the allocation of seats in accordance with Annex A ;  
and
  - (ii) Approve appropriate nominations to Committees, other bodies and outside bodies, as well as appointments to Chairs and Vice-Chairs, as set out in this report and its annexes, together with details of any further appointments which may be circulated prior to the meeting; and
  - (iii) Approve the proposed allocation of motions for consideration at Ordinary Full Council meetings for the duration of the 2017/18 Municipal Year.

Reason: To fulfil the Council's statutory and constitutional requirements.

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report:**

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**Report  
Approved**

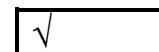


**Date** 16 May 2016

**Specialist Implications Officer(s)** None

**Wards Affected:**

**All**



**For further information please contact the author of the report**

### Annexes

**Annex A** - Allocation of seats 2017/18

**Annex B** - Appointments to Committees and other bodies 2017/18,  
including outside bodies, and Ward Committees

**Annex C** – Allocation of Motions

## **Background Papers**

None