

Arun District Council

REPORT TO:	Annual Meeting of the Council – 15 May 2024
SUBJECT:	Review of Entitlement of Political Groups to Seats on Committees – Appointments to Committees
LEAD OFFICER:	Daniel Bainbridge, Group Head of Law and Governance (Monitoring Officer)
LEAD MEMBER:	N/A
WARDS:	All
CORPORATE PRIORITY / POLICY CONTEXT / CORPORATE VISION: This report confirms the appointments to Committees for the new Municipal Year.	
DIRECTORATE POLICY CONTEXT: Responsibility for these matters sits within the remit of the Monitoring Officer.	
FINANCIAL SUMMARY: There are no financial implications associated with this report.	

1. PURPOSE OF REPORT

- 1.1. To approve the appointments to Committees, Working Parties and Panels for 2024-2025 in line with proportionality rules to include the confirmation of the Chair and Vice-Chair.

2. RECOMMENDATIONS

Subject to any updates that may be verbally reported at the meeting, Full Council is asked to:

- (1) Note that there are no changes to the entitlement of political groups to seats on Committees, Working Parties/Panels based on proportionality rules; and
- (2) To approve the appointments to Committees, Working Parties and Panels for 2024-25, together with the confirmation of the Chair and Vice-Chair where relevant, as set out in Appendix 1, which will be circulated separately.

3. EXECUTIVE SUMMARY

- 3.1. Following consultation with Group Leaders, the Council is asked to make appointments to its Service Committees, Regulatory Committees, the Standards Committee, and other Working Parties and Panels including the confirmation of the Chair and Vice-Chair where relevant.

- 3.2. The Council is also asked to note that there has been no annual review of the entitlement of political groups and to seats on Committees, Working Parties/Panels for 2024-25 in line with proportionality rules as there have been no changes since the last review undertaken and approved by Full Council on 10 January 2024.
- 3.3. Following the formation of the Arun Independent Group in November 2023, a review of entitlement of Political Groups to seats on Committees was undertaken and reported to Full Council on 10 January 2024.

4. DETAIL

- 4.1. It is the duty of the Council to review from time to time the entitlement of political groups to seats on Committees in accordance with the proportionality rules set out in the Local Government & Housing Act 1989 (the Act) and the Local Government (Committees and Political Groups) Regulations 1990 (the Regulations), together hereinafter referred to as “the rules”. The rules allow adjustments to be made to fractions in order to make whole numbers of seats and, once the Council has determined how adjustments should be made, appointments are made to Committees on that basis.
- 4.2. The Act sets out four proportionality rules and requires authorities to apply them in descending order of priority:
 - a) The first rule is that no political group (“group”) can have all the places on a Committee.
 - b) The second rule is that a group having an overall majority on the Council is entitled to a majority of seats on each Committee.
 - c) The third rule provides that, without being inconsistent with the first two rules, the gross number of seats on all Committees is allocated as near as possible in accordance with each group’s proportionate entitlement.
 - d) The fourth rule provides that, so far as is consistent with Rules (a) to (c), the number of seats on each Committee is allocated in accordance with each Group’s entitlement
- 4.3. Legislation defines a political grouping for these purposes and in accordance with that legislation Arun’s political make-up remains at six “political groups”. A link to the report that was submitted to Full Council on 10 January 2024 has been provided as a background paper to this report. The allocation of seats on Committees remains unchanged.

5 CONSULTATION

- 5.1 In confirming the appointments to Committees for 2024/25, consultation has taken place with all Group Leaders as required by the Council Procedure Rules.

6 OPTIONS / ALTERNATIVES CONSIDERED

- 6.1 No alternative proposals to the statutory allocations have been made as there has been no change in proportionality since the last review approved by Full Council on 10 January 2024.
- 6.2 To not approve the appointments to Committees as set out in Appendix 1 [to be circulated separately] would delay the commencement of meetings and decision making in the new Municipal Year.

7 COMMENTS BY THE INTERIM GROUP HEAD OF FINANCE/SECTION 151 OFFICER

- 7.1 There are no financial implications associated with this report.

8 RISK ASSESSMENT CONSIDERATIONS

- 8.1 This report provides the Full Council with the earliest opportunity to update the memberships.

9 COMMENTS OF THE GROUP HEAD OF LAW AND GOVERNANCE & MONITORING OFFICER

- 9.1 The legal and governance positions are set out within the body of this report.

10 HUMAN RESOURCES IMPACT

- 10.1 None associated with this report.

11 HEALTH & SAFETY IMPACT

- 11.1 None associated with this report.

12 PROPERTY & ESTATES IMPACT

- 12.1 None associated with this report.

13 EQUALITIES IMPACT ASSESSMENT (EIA) / SOCIAL VALUE

- 13.1 None associated with this report.

14 CLIMATE CHANGE & ENVIRONMENTAL IMPACT/SOCIAL VALUE

- 14.1 None associated with this report.

15 CRIME AND DISORDER REDUCTION IMPACT

- 15.1 None associated with this report.

16 HUMAN RIGHTS IMPACT

16.1 None associated with this report.

17 FREEDOM OF INFORMATION / DATA PROTECTION CONSIDERATIONS

17.1 None associated with this report.

CONTACT OFFICER:

Name: Daniel Bainbridge

Job Title: Group Head of Law and Governance (and Monitoring Officer)

Contact Number: 01903 737607

BACKGROUND DOCUMENTS:

Review of Proportionality Report – Full Council – 10 January 2024 and Minutes

[Report](#) and [Minutes](#)