

**BRIDGEND COUNTY BOROUGH COUNCIL**  
**REPORT TO THE ANNUAL MEETING OF COUNCIL**  
**13 MAY 2015**

**REPORT OF THE MONITORING OFFICER**

**APPOINTMENTS TO COUNCIL COMMITTEES AND OTHER COUNCIL BODIES**

**1. Purpose of Report.**

- 1.1 The purpose of this report is to seek Council approval for the appointment of Overview and Scrutiny Committees and such other Committees, Sub-Committees, Panels and bodies as the Council considers appropriate, to deal with matters which are neither reserved to full Council nor are executive functions.

**2. Connection to Corporate Improvement Plan / Other Corporate Priority.**

- 2.1 The establishment of Committees and other bodies will fulfil the requirements of the Constitution and enable the Council to work towards the successful achievement of its Corporate Priorities.

**3. Background.**

- 3.1 The Council is required by legislation and the provisions of Part 4 of the Rules of Procedure (Council Procedure Rules) of the Constitution, to undertake arrangements which will continue to facilitate and carry out the decision making processes of the Authority. The recommendations of this report, if adopted, will seek to ensure that this will be successfully achieved.

**4. Current situation / proposal.**

- 4.1 Part 3 of the Council's Constitution entitled Responsibility for Council Functions, sets out the Council's Committees, Sub-Committees, Panels and other bodies currently in place.

4.2 Overview and Scrutiny Committees Roles and Responsibilities.

- 4.2.1 At its meeting on 8 April 2015 Council approved changes to the titles, the membership, roles and responsibilities of the Scrutiny Committees.

4.3 The Audit Committee.

- 4.3.1 At its meeting on 16 April 2015, the Audit Committee considered a minor change (shown in bold) to its terms of reference as follows:

*"To review **and approve** the Annual Statement of Accounts. Specifically, to consider whether appropriate accounting policies have been followed and whether there are concerns arising from the financial statements or from the audit that need to be brought to the attention of the Council".*

- 4.3.2 The Audit Committee noted this change to its Terms of Reference and agreed that the change would be presented to Council for approval and inclusion in the constitution.
- 4.4 The updated functions of the Committees are shown at **Appendix 1** of the report. Following approval of this report, these committee functions will be incorporated into the Council's Constitution.
- 4.5 The revised committee structure is shown at **Appendix 2** to the report.
- 4.6 Political balance is essential to determine the allocation of seats on Committees. The Political balance requires updating to reflect changes to the political groups and the current vacancy in the Newcastle ward. The reduction in the membership of each of the Overview and Scrutiny Committees Scrutiny is also a significant factor in the allocation of committee seats.
- 4.7 The Local Government Act 1972 requires the publication of agenda and reports for formal meetings at least 3 working days before a meeting. Therefore the agenda and reports for this meeting must be published by 7 May 2015.
- 4.8 Without the result of the By-election for the Newcastle ward being known or the political allegiance of the successful candidate being identified at the time of publication of this report, an accurate political balance cannot be calculated. The result of the By-election will be known on 8th May 2015 and Members are therefore requested to note that the full detail of **Appendix 3** in respect of the political balance and the appointments to committees will be circulated to Members as soon as possible after the By-election and in advance of the Annual Meeting.. Copies will also be available from the Democratic Services Section.
- 4.9 **Appendix 4** has been included to clarify the existing membership of committees which will form the basis of any changes to the membership of the committees.

## **5. Effect upon Policy Framework & Procedure Rules.**

- 5.1 The provisions and recommendations of the report accord with the Council's Procedure Rules outlined in Part 4 of the Constitution.

## **6. Equality Impact Assessment.**

- 6.1 There are no equality implications attached to this report.

## **7. Financial Implications.**

- 7.1 There are no financial implications arising from this report.

## **8. Recommendations.**

- 8.1 Council is recommended to:-

- (1) Appoint the Overview and Scrutiny Committees and such other Committees as the Council considers appropriate to deal with matters which are neither reserved to the Council nor are the executive functions;

- (2) Approve the size and terms of reference of Committees, Sub-Committees and other bodies as set out in **Appendix 1 and 2** of the report;
- (3) Note that the full details of **Appendix 3** in respect of the political balance and the allocation of seats to political groups will be provided to Members following the outcome of the By- election on 8<sup>th</sup> May 2015;
- (4) Approve the allocation of seats to political groups in accordance with the political balance rules;
- (5) Determine which political groups represented at Council are entitled to make which appointments of Overview and Scrutiny Committee Chairpersons;
- (6) Receive nominations and appoint Councillors to serve on each of the Committees, Panels and other bodies (as indicated):

Appeals Panel  
 Appointments Committee  
 Audit Committee  
 Licensing Committee  
 Licensing Act 2003 Committee  
 Democratic Services Committee  
 Development Control Committee  
 Town and Community Council Forum  
 Adult Social Care OSC  
 Children and Young People OSC  
 Community Environment and Leisure OSC  
 Corporate Resources and Improvement OSC  
 Partnership and Governance OSC

- (7) Receive nominations and appoint the Chairpersons and Vice-Chairpersons of the following Committees, Panels and other bodies (as indicated) with it being noted that the Audit Committee at its first scheduled meeting will appoint a Chairperson and Vice-Chairperson:

Appeals Panel	Chair and Vice-Chairperson
Licensing Committee	Chair and Vice-Chairperson
Licensing Act 2003 Committee	
Development Control Committee	Chair and Vice-Chairperson
Town and Community Council Forum	Chair and Vice-Chairperson
Democratic Services Committee	Chairperson

- (8) Receive nominations and appoint the Chairpersons of the following Overview and Scrutiny Committees:

Adult Social Care  
 Children and Young People  
 Community Environment & Leisure  
 Corporate Resources & Improvement  
 Partnerships and Governance

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**28 April 2015**

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### **Background documents**

None.