

APPOINTMENTS TO ADVISORY COMMITTEES AND TERMS OF REFERENCE

Cabinet - 13 May 2014

Report of Chief Officer Legal and Governance

Status: For Decision

Key Decision: No

Portfolio Holder Cllr. Fleming

Contact Officer(s) Vanessa Etheridge Ext. 7199

Recommendation to Cabinet: That the quorum, memberships and terms of reference for the Cabinet Advisory Committees be agreed as set out in the Appendix to the report.

Introduction and Background

- 1 The Cabinet is asked to appoint the membership of the Cabinet Advisory Committees and agree the terms of reference. The proposed memberships and terms of reference for the Cabinet Advisory Committees are set out in the attached Appendix and if agreed will form Appendix R of the Council's Constitution.
- 2 The Governance Committee had been tasked with reviewing the new governance arrangements introduced last year and their recommendations were submitted to Council on 1 April 2014 where it was agreed to recommend that membership of the Advisory Committees should increase from 10 to 12, and that no Member could be Chairman of more than one Advisory Committee, this was referred to Cabinet on 10 April 2014 where this way forward was agreed.

Cabinet Advisory Committee Memberships and Terms of Reference

- 3 In addition to the terms of reference and memberships set out in the Appendix, it is proposed that the election of a Chairman shall be the first item of business at the first meeting of the municipal year for each of the Advisory Committees, and the quorum for each Advisory Committee shall be 6 voting members.

Financial

There are some financial and staff resource implications in terms of support and administration of the Advisory Committees which are covered within the on going work of the Democratic Services and other teams.

Legal Implications and Risk Assessment Statement.

There are no legal implications for the recommendations being suggested for approval.

Equality Impacts

Consideration of impacts under the Public Sector Equality Duty:		
Question	Answer	Explanation / Evidence
a. Does the decision being made or recommended through this paper have potential to disadvantage or discriminate against different groups in the community?	No	
b. Does the decision being made or recommended through this paper have the potential to promote equality of opportunity?	No	
c. What steps can be taken to mitigate, reduce, avoid or minimise the impacts identified above?		

Conclusion

That the quorum, memberships and terms of reference for the Cabinet Advisory Committees be agreed as set out in the Appendix to the report.

Appendices

Terms of Reference and Memberships (to follow)

Background Papers:

Review of New Governance Arrangements:

- [Governance Committee 13 March 2014 - Agenda & Minutes](#)
- [Council 1 April 2014 – Agenda & Minutes](#)
- [Cabinet – 10 April 2014](#)

[The Council's Constitution](#)

Verbal advice from Group Leaders

Christine Nuttall
Chief Officer for Legal and Governance