

# Somerset West and Taunton Council

## Annual Council – 24 May 2022

### Somerset West and Taunton Council Committees, Terms of Reference, Committee Allocation and Appointments to Committees

**This matter is the responsibility of the Leader of the Council**

**Report Author: Amy Tregellas, Governance Manager and Monitoring Officer**

#### **1. Executive Summary / Purpose of the Report**

- 1.1 The Council Procedure Rules within the Council's Constitution require that the following items of business are transacted at the annual meeting of the Council:
- a) To decide which Committees to establish for the municipal year;
  - b) To decide the size and terms of reference of those Committees;
  - c) To decide the numerical allocation of seats to political groups on Committees in accordance with the political balance rules;
  - d) To make appointments to Committees
- 1.2 As this will be the last year for the Council, it is proposed that the current list of Committees continues until 31 March 2023.

#### **2. Recommendations**

##### **2.1 The Council approves:**

- a) The Committee structure as set out in articles in the Constitution as set out in Appendix A
- b) The size of each Committee as set out in section 4.3 of this report
- c) The Terms of Reference of those Committees as set out in Appendix B
- d) The numerical political allocation as set out in Appendix C
- e) The Councillor appointments to Committees as set out in Appendix D

#### **3. Risk Assessment**

- 3.1 If the Council doesn't allocate Councillors to Committee seats there would be a risk that the Council's business could not be transacted

#### **4. Background and Full details of the Report**

- 4.1 The Somerset West and Taunton Council Constitution sets out the matters which the Council must consider at the Annual Meeting.

## Establishment of Committees for the 2021/22 Municipal Year

4.2 In the 2021/2022 Municipal Year (as well as having Full Council and Executive) the Committees were established as:

- Corporate Scrutiny Committee
- Community Scrutiny Committee
- Audit and Governance Committee
- Planning Committee
- Licensing Committee
- Standards Committee

### Size and Terms of Reference for those Committees

4.3 The size of the Committee's set out in section 4.2, and as per the current Constitution are:

<b>Committee</b>	<b>Size</b>
Corporate Scrutiny Committee	15
Community Scrutiny Committee	15
Audit and Governance Committee	11
Planning Committee	15
Licensing Committee	15
Standards Committee	9
<b>Total Committee seats</b>	<b>80</b>

4.4 The Articles for each Committee are set out in Appendix A, and the Terms of Reference for each Committee are set out in Appendix B. It is recommended that both appendices are approved by Council for the 2022/2023 Municipal Year, taking the Council up to 1 April 2023, which is the vesting day for the new Somerset Unitary Council.

### The numerical allocation of seats to political groups on Committees in accordance with the political balance rules

4.5 The numerical allocation of seats to political groups on Committees can be found in Appendix C to this report.

4.6 The calculations are based on 58 Councillors, following the resignation of Cllr Chris Morgan from the Conservative Group and choosing to be a non-aligned Councillor.

### Appointments to Committees

4.7 The current appointments to Committees can be found in Appendix D to this report.

**5. Links to Corporate Strategy – N/A**

**6. Finance / Resource Implications - None**

**7. Legal Implications - None**

8. **Climate and Sustainability Implications - None**
9. **Safeguarding and/or Community Safety Implications - None**
10. **Equality and Diversity Implications - None**
11. **Social Value Implications - None**
12. **Partnership Implications - None**
13. **Health and Wellbeing Implications - None**
14. **Asset Management Implications - None**
15. **Data Protection Implications - None**
16. **Consultation Implications - None**

**Scrutiny/Executive Comments/Recommendation(s) – N/A as this is a Council Report**

**Democratic Path:**

- **Scrutiny/Corporate Governance or Audit Committees** – not applicable as Council function only
- **Cabinet/Executive** – not applicable as Council function only
- **Full Council** – Yes

**Reporting Frequency: Annually**

**List of Appendices**

Appendix A	Articles for all Committees
Appendix B	Terms of Reference for all Committees
Appendix C	Political Allocation
Appendix D	Committee Composition

**Contact Officers**

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