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| <b>11 December 2018</b>  |  | <b>ITEM: 4</b> |
| <b>Extraordinary Council</b>   |  |                |
| <b>Political Balance and Allocation of Seats on Committees</b>   |  |                |
| <b>Wards and communities affected:</b><br>None   | <b>Key Decision:</b><br>Not Applicable |                |
| <b>Report of:</b> Lyn Carpenter, Chief Executive   |  |                |
| <b>Accountable Assistant Director:</b> David Lawson, Assistant Director of Legal Services and Monitoring Officer |  |                |
| <b>Accountable Director:</b> Sean Clark, Director of Finance and ICT   |  |                |
| <b>This report is public.</b>  |  |                |

## **Executive Summary**

This report requests the Council confirm the calculations relating to the allocation of seats on committees following a change to political balance in November 2018.

### **1. Recommendation(s)**

**1.1 That the allocation of seats including manual adjustment, as set out in Appendix 1, be approved.**

### **2. Introduction and Background**

- 2.1 In November 2018 two Thurrock Independent Members joined the Conservative Group. This changes the political balance calculations as outlined in Appendix 1 of this report.
- 2.2 Manual adjustment to seat allocations is often required following a change in political balance and the recent change requires the Conservative Group to gain 3 seats and the Thurrock Independents to relinquish 3 seats. There is no change to the Labour Group's seat entitlement.
- 2.3 The Conservative and Thurrock Independents Group Leaders have agreed to the Conservatives gaining one seat in each of the following committees. This is reflected in Appendix 1 of this report:
- Corporate Overview and Scrutiny Committee
  - Planning, Transport and Regeneration Overview and Scrutiny Committee
  - Licensing Committee

### **3. Reasons for Recommendation**

- 3.1 The Council is required to make the required appointments to those committees that have been established to facilitate the efficient discharge of its functions.

### **4. Consultation (including Overview and Scrutiny, if applicable)**

- 4.1 Consultation has been undertaken in respect of this report with the relevant leaders of each of the political groups affected.

### **5. Impact on corporate policies, priorities, performance and community impact**

- 5.1 Agreeing and implementing correct political balance to committees will enable the Council to properly discharge its functions.

### **6. Implications**

#### **6.1 Financial**

Implications verified by: **Sean Clark**  
**Director of Finance and ICT**

There are no financial implications in relation to this change of political balance.

#### **6.2 Legal**

Implications verified by: **David Lawson**  
**Monitoring Officer and Assistant Director of Law and Governance**

These are set out in the body of the report.

#### **6.3 Diversity and Equality**

Implications verified by: **Natalie Warren**  
**Community Development and Equalities Manager**

The Council is under a statutory duty to ensure that equality and diversity is a key part of the decision making process of the Council. Therefore, attention is drawn to the importance of ensuring that appointments to committees are underpinned by appropriate training on the statutory equality framework. The introduction of essential member training provides the assurance that members of committees will be able to fulfil their obligations with a full understanding of equality and diversity issues. This is fundamental to the

Council being able to meet its statutory responsibilities. However, consideration must be given to members not completing the training or not attending, and the steps to be taken in these circumstances, once the member has been appointed.

6.4 **Other implications** (where significant) – i.e. Staff, Health, Sustainability, Crime and Disorder)

None.

7. **Background papers used in preparing the report** (including their location on the Council's website or identification whether any are exempt or protected by copyright):

None.

8. **Appendices to the report**

There are the following appendices to this report:

Appendix 1 – Revised Political Balance Calculation (November 2018)

**Report Author:**

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Legal and Democratic Services