

Report of:	Meeting	Date
Councillor Michael Vincent, Leader of the Council, and Rebecca Huddleston, Chief Executive	Council	14 September 2023

Appointments to Committees, Groups and Lead Member roles

1. Purpose of report

- 1.1** To enable changes to be made to the membership of a Committee, Group or Lead Member role for the remainder of the 2023/24 Municipal Year.

2. Corporate priorities

- 2.1** Effective arrangements to carry out the Council's non-executive decision making and advisory functions.

3. Recommendations

- 3.1** That Councillor David Higgs of the Conservative Group be appointed to the Planning Committee in place of Councillor Andrea Kay.
- 3.2** That Councillor Sue Catterall of the Conservative Group be nominated as a substitute for the Councillor Development Group in place of Councillor Andrea Kay and that this be noted.
- 3.3** That the appointment of Councillor Callum Baxter of the Conservative Group as the Lead Member for Children and Young People in place of Councillor Andrea Kay be noted.

4. Background

- 4.1** The changes proposed are to help redistribute the current workloads of Councillor Andrea Kay.

5. Key issues and proposals

- 5.1** The appointment to the Planning Committee is a straight replacement of one councillor by another from the same group and so there are no immediate implications for the political balance calculations, which will remain the same. This will be a permanent appointment for the remainder of the 2023/24 Municipal Year.
- 5.2** The substitution to the Councillor Development Group is in line with Procedure Rule 26 of Part 4.01 Council Procedure Rule in the Council’s Constitution. In exceptional circumstances, where a member is likely to be absent from their duties as a councillor for a period of two months or more a substitute can be nominated. The Chief Executive has confirmed that Councillor Sue Catterall will stand in as the provisional substitute member for the Councillor Development Group. At each meeting where Councillor Andrea Kay is absent, members of the group may propose a motion that she is replaced by a substitute member. This substitution arrangement will be reviewed when necessary.
- 5.3** The appointment of Councillor Callum Baxter as the Lead Member for Children and Young People is a matter for the Leader of the Council. It is possible that the appointment of Councillor Callum Baxter to the role will be reviewed in six months’ time.

6. Alternative options considered and rejected

- 6.1** No alternative options have been considered.

Financial, Legal and Climate Change implications	
Finance	The allowance for the Lead Member for Children and Young People is unchanged by this report at £250 per annum and payment will be made to Councillor Baxter instead of Cllr Kay from the date following approval.
Legal	There are no legal implications associated with this report.
Climate Change	There are no climate change implications associated with this report.

Other risks/implications: checklist

If there are significant implications arising from this report on any issues marked with a ✓ below, the report author will have consulted with the appropriate specialist officers on those implications and addressed them in the body of the report. There are no significant implications arising directly from this report, for those issues marked with a x.

risks/implications	✓ / x
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risks/implications	✓ / x
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community safety	x
equality and diversity	x
health and safety	x

asset management	x
ICT	x
data protection	x

Processing Personal Data

In addition to considering data protection along with the other risks/ implications, the report author will need to decide if a 'privacy impact assessment (PIA)' is also required. If the decision(s) recommended in this report will result in the collection and processing of personal data for the first time (i.e. purchase of a new system, a new working arrangement with a third party) a PIA will need to have been completed and signed off by Data Protection Officer before the decision is taken in compliance with the Data Protection Act 2018.

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List of background papers:		
name of document	date	where available for inspection
None.		

List of appendices

None.