

BOLSOVER DISTRICT COUNCIL

Meeting of the Annual Council on 21st May 2025

Establishment of Committees and Proportionality 2025/26

Report of the Director of Governance and Legal Services & Monitoring Officer

Classification	This report is Public
Contact Officer	Jim Fieldsend, Director of Governance and Legal Services & Monitoring Officer

PURPOSE/SUMMARY OF REPORT

To establish the Council's Committees and Advisory Groups for the 2025/26 Municipal Year.

REPORT DETAILS

1. Background

1.1 In line with the provisions within legislation and the Council's Constitution, the Annual Meeting of Council is required to:

- Appoint at least one Scrutiny Committee and other such committees as the Council considers appropriate to deal with matters which are neither reserved to the Council Meeting nor are Executive Functions;
- Decide the size and terms of reference for those committees;
- Decide the allocation of seats to political groups in accordance with the Political Balance rules.

2. Details of Proposal or Information

2.1 The size for each Committee is set out in Appendix 1.

2.2 On 12th May 2025 Standards Committee recommended the disestablishment of the Employment & Personnel Committee. The reasons for the recommendation as set out are as follows:

"The Chief Executive Officer already has powers to make establishment changes provided there is an available budget. Employment & Personnel Committee can only make recommendations to Council but only Council can approve the additional budget for these establishment changes. Full Council has the power to make establishment changes itself and therefore the requirement to report to Employment & Personnel Committee is an unnecessary step in the process".

- 2.3 The terms of reference of all other committees will remain as currently set out in the Council's Constitution.
- 2.4 Appendix 2 sets out the allocation of committee seats which best meets the requirements of Section 15 of the Local Government and Housing Act 1989 as far as is reasonably practicable.
- 2.5 The Committees are subject to the political balance requirements of the Local Government and Housing Act 1989. The Advisory Groups are not subject to the political balance requirements.
- 2.6 Nominations to committees are detailed in a separate report.

3. Reasons for Recommendation

- 3.1 The report recommends that the allocation of Committee seats detailed best meets the requirements of Section 15 of the Local Government and Housing Act a far as reasonable practicable.

4 Alternative Options and Reasons for Rejection

- 4.1 The Council is required within legislation and by the provisions within its constitution to establish committees at the annual meeting therefore no alternatives are suggested.

RECOMMENDATION(S)

- 1. That the Council's committees, their terms of reference and size as set out in Appendix 1 be established for the 2025/26 Municipal Year in accordance with Council Procedure Rule 1.1(k);
 - 2. That the Council agrees the allocation of seats on committees as set out in Appendix 2, in accordance with the political balance rules; and
 - 3. That authority be delegated to the Monitoring Officer in consultation with the Leader of the Council and relevant Committee Chair (when appointed) to make amendments to the terms of reference for committees arising within the 2025/26 municipal year.
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IMPLICATIONS:

<u>Finance and Risk</u> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Details: There are no financial or risk implications arising from this report. On behalf of the Section 151 Officer	
<u>Legal (including Data Protection)</u> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Details: The Council is required to appoint at least one Scrutiny Committee and other such committees as the Council considers appropriate to deal with matters which are neither reserved to the Council Meeting nor are Executive Functions; decide the size and terms of reference for those committees; and decide the allocation of seats to political groups in accordance with the Political Balance rules. On behalf of the Solicitor to the Council	
<u>Staffing</u> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Details: There are no human resource issues implications arising from this report. On behalf of the Head of Paid Service	
<u>Equality and Diversity, and Consultation</u> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Details: None.	
<u>Environment</u> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Please identify (if applicable) how this proposal/report will help the Authority meet its carbon neutral target or enhance the environment. Details: There are no environmental implications arising from this report.	

DECISION INFORMATION:

<input checked="" type="checkbox"/> Please indicate which threshold applies:	
Is the decision a Key Decision? A Key Decision is an Executive decision which has a significant impact on two or more wards in the District or which results in income or expenditure to the Council above the following thresholds:	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Revenue (a) Results in the Council making Revenue Savings of £75,000 or more or (b) Results in the Council incurring Revenue Expenditure of £75,000 or more.	(a) <input type="checkbox"/> (b) <input type="checkbox"/>
	(a) <input type="checkbox"/> (b) <input type="checkbox"/>

Capital (a) Results in the Council making Capital Income of £150,000 or more or **(b)** Results in the Council incurring Capital Expenditure of £150,000 or more.

District Wards Significantly Affected:

(to be significant in terms of its effects on communities living or working in an area comprising two or more wards in the District)

Please state below which wards are affected or tick **All** if all wards are affected:

All ☐

Is the decision subject to Call-In?

(Only Key Decisions are subject to Call-In)

If Yes, is the call-in period to be waived in respect of the decision(s) proposed within this report? *(decisions may only be classified as exempt from call-in with the agreement of the Monitoring Officer)*

Consultation carried out:

(this is any consultation carried out prior to the report being presented for approval)

Leader ☐ Deputy Leader ☒ Executive ☐ SLT ☐
Relevant Service Manager ☐ Members ☐ Public ☐
Other ☐

Yes ☐ No ☒

Yes ☐ No ☐

Yes ☐ No ☐

Links to Council Ambition: Customers, Economy, Environment, Housing

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DOCUMENT INFORMATION:

Appendix No	Title
1	Establishment of Committees and Terms of Reference
2	Proportionality on Committees

Background Papers

(These are unpublished works which have been relied on to a material extent when preparing the report. They must be listed in the section below. If the report is going to Executive, you must provide copies of the background papers).

None.