

COMMITTEES AND APPOINTMENTS 2019/20

City Council



Date: 17 May 2019

Title of Report: **Committees, Memberships and Chairs/Vice-Chairs**

Lead Member: Councillor Tudor Evans OBE (Leader)

Lead Strategic Director: Giles Perritt (Assistant Chief Executive)

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Your Reference: AGM2019

Key Decision: No

Confidentiality: Part I - Official

Purpose of Report

The purpose of this report is to propose for approval the committee structure, membership of committees, including the appointment of Chairs and Vice-Chairs, in accordance with Articles 7 and 8 of the Constitution.

Constitutional amendments as appended to this report and subject to Council approval will give rise to:

- A new Scrutiny Management Board, which will focus on coordinating and directing the work programmes of the four scrutiny committees. The Board will meet every two months and the anticipated meeting dates are:
 - 12 June 2019
 - 31 July 2019
 - 9 Oct 2019
 - 4 December 2019
 - 29 Jan 2020
 - 25 March 2020
- An additional member to the Health and Wellbeing Board

Recommendations and Reasons

That Council:

1. Approve the formation of a Scrutiny Management Board, noting the Terms of Reference set out in **Appendix A** of this report.
 - a. Reason: to provide improved coordination of scrutiny as a whole and ensure best practice is applied to overview and scrutiny at the council.
2. Approve the change in membership of the Health and Wellbeing Board, as set out in **Appendix B**, noting that the membership is consistent with section 194 of the Health and Social Care Act 2012.
 - a. Reason: to expand the membership outside of the Cabinet with a suitably experienced additional elected member.
3. Approve the appointments to committees, including the chairs and vice-chairs as set out in **Appendix C**.

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- a. Reason: For clarity of the committee structure and committee leadership.
4. Delegate to the Monitoring Officer any changes to the Constitution necessary as a result of implementing recommendations 1 to 3.
 - o Reason: to ensure the Constitution is updated and reflects the decisions of Council.

Alternative options considered and rejected

None – the committees are essential to democratic decision-making at the Council.

Relevance to the Corporate Plan and/or the Plymouth Plan

Clarity on appointments to committees ensures that key projects and activities can be progressed in line with the Corporate and Plymouth Plans.

Implications for Medium Term Financial Plan and Resource Implications:

Special responsibility allowances for committee chairs and, where relevant, vice-chairs, are already built into the members' budgets. There are no additional resource implications of the changes outlined.

Other Implications: e.g. Health and Safety and Risk Management:

None.

Appendices

Ref.	Title of Appendix	Exemption Paragraph Number (if applicable)						
		1	2	3	4	5	6	7
A	Scrutiny Management Board Terms of Reference							
B	Membership of the Health and Wellbeing Board							
C	Appointments to committees including chairs and vice-chairs							

Background papers:

Please list all unpublished, background papers relevant to the decision in the table below. Background papers are unpublished works, relied on to a material extent in preparing the report, which disclose facts or matters on which the report or an important part of the work is based.

Title of background paper(s)	Exemption Paragraph Number (if applicable)						
	1	2	3	4	5	6	7

Sign off:

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Originating Senior Leadership Team member: Oversight and Governance Manager											
Please confirm the Strategic Director(s) has agreed the report? Yes Date agreed: 15/05/2019											
Please confirm the Cabinet Member(s) has agreed the report? Yes Date agreed: 15/05/2019											

Appendix A – Scrutiny Management Board Terms of Reference

For inclusion in Part D of the Constitution

The purpose of the Scrutiny Management Board is to manage scrutiny in a way that ensures the functions of overview and scrutiny are fairly balanced across all aspects of the Council's work, with a view to improving services, reducing inequalities and improving outcomes for the people of Plymouth.

ROLE OF THE SCRUTINY MANAGEMENT BOARD

- To ensure that work is allocated fairly across the four scrutiny committees and reflects all aspects of the Council's work by providing oversight and direction to the committees' work programmes
- To ensure corporate and cross cutting business is dealt with by the relevant committee
- To review performance against the relevant corporate priorities and inform work programmes as appropriate
- To commission select committee reviews where necessary and appropriate
- To receive for information, and oversee implementation of, recommendations made by each Scrutiny Committee
- To plan and oversee implementation of the process for annual Budget Scrutiny
- To produce an annual scrutiny report to Council (in conjunction with the scrutiny committees)
- To review national best practice and guidance in relation to overview and scrutiny and recommend any changes to the way overview and scrutiny is undertaken as a result

MEMBERSHIP OF THE BOARD

The Scrutiny Management Board will consist of the Chairs of each of the scrutiny committees. The relevant committee Vice-Chair can act as substitute for the relevant Chair if required.

CHAIR

The Chair of the Board will be from the group in administration.

VICE-CHAIR

The Vice-Chair will be from the main opposition group.

Appendix B – Membership of the Health and Wellbeing Board

Part E of the Constitution – Health and Wellbeing Board

Additions in *green*

Membership

The Council's Health and Wellbeing Board is comprised of:

A core membership being -

- The Cabinet Member responsible for Health and Adult Social Care
- The Cabinet Member responsible for Children and Young People
- The lead opposition member for health
- **A councillor (non-Cabinet) from the majority group**
- The Director of Public Health
- The Strategic Director for People
- The Service Director for Community Connections
- One representative from the Clinical Commissioning Groups
- One representative of the local Healthwatch