

## **REVIEW OF POLITICAL BALANCE AND ALLOCATION OF SEATS TO COMMITTEES, SUB-COMMITTEES, WORKING PARTIES AND PANELS**

**Summary:** Following a change to the membership of the political groups at North Norfolk District Council, the Council is required to review the allocation of seats on committees, sub committees and working parties to reflect the political balance of the Council, in accordance with Section 15 of the Local Government and Housing Act 1989 and regulations made thereunder.

**Conclusions:** Following a change in the political balance it is necessary to review the allocation of seats on committees, sub-committees, working parties and panels.

**Recommendations:**

- 1. That Council approves the revised political balance calculation as per section 2.4 of this report**
- 2. That Council approves the allocation of seats to political groups as shown at Appendix A**
- 3. That delegation is given to the Group Leaders to make any appointments to committees, sub-committees, working parties and panels (in line with the political balance).**

Contact Officer(s), telephone number and email: Emma Denny, Democratic Services Manager, 01263 516010, <a href="mailto:emma.denny@north-norfolk.gov.uk">emma.denny@north-norfolk.gov.uk</a> ;
--

### **1. Introduction**

1.1 Since the last review of the political balance of the Council in September 2020, there has been a change to the political make-up of the Council. As a result of this change, it is necessary to review the political balance again and determine the allocation of seats on committees to ensure that they reflect the revised balance.

1.2 Council's duty is to determine the allocation of seats to be filled by appointments by the authority, except the Cabinet. The purpose is to ensure that there is proportionality across all formal activities of the Council, reflecting the overall political composition. It affects all formally constituted committees, sub-committees, working parties and panels which discharge functions on behalf of the authority.

### **2. Background**

2.1 On 2<sup>nd</sup> November 2020 a Liberal Democrat member joined the Conservative Group. This has resulted in a change to the political balance of the Council.

The Council composition is as follows: Liberal Democrats (28 members), Conservatives (8 members) Independent Group (4 members)

2.2 Section 15(1) of the Local Government & Housing Act 1989 requires the Council to review the representation of the different political groups on committees and sub-committees:

- at, or as soon as practicable after the Annual Meeting of the Council or,
- where notice is received of a change in the composition of political groups

2.3 The Head of Paid Service has a duty, whenever such a review takes place, to submit a report to the Council showing what the allocation of seats, in their opinion, best meet the requirements of the above Act.

2.4 Political Composition

The political composition of the Council is outlined below:  
(As there is one vacancy for the purposes of the political balance calculation they are not included in the table below – see section 2.6)

<b>Group</b>	<b>No. of members</b>	<b>%</b>
Liberal Democrat	28	70
Conservative	8	20
Independent	4	10
<b>Total</b>	<b>40</b>	<b>100%</b>

2.5 The Council needs to approve the allocation of seats to the political groups on those committees which are required by law to be politically balanced.

2.6 The obligation to ensure that there is proportionality in the political composition of the Council's committees extends only to proportionate representation of members of political groups and does not require that a vacant seat is represented.

2.7 In carrying out any review, the Council is obliged to adopt the following principles and to give effect to them 'so far as is reasonably practicable':

- a) That not all seats on the Council are allocated to the same political group
- b) That the majority of the seats on the Council are allocated to a particular group if the number of persons belonging to that group is a majority of the authority's membership
- c) Subject to the above, that the number of seats on ordinary committees of the Council which are allocated to each political group, have the same proportion to the total of all the seats on the ordinary committees of that authority as is borne by the number of members of that group to the membership of the authority and
- d) Subject to a) and c) above, that the number of the seats on the Council which are allocated to each group have the same proportion to the number of all the seats on that Council as is borne by the number of members of that group to the membership of the Council.
- e) It was agreed at the Annual meeting of Full Council on 15<sup>th</sup> May 2019 that delegation should be given to the Group Leaders to make any changes

required to appointments to committees, sub-committees, working parties and panels as long as they are in accordance with the political balance. Group Leaders will inform the Democratic Services Manager of any changes and Members will be informed via the Members' Bulletin. In addition, and to ensure they changes are recorded formally, an update will be provided to the next meeting of Full Council.

### **3. Entitlement to Places**

3.1 The table at Appendix A shows those Committees that are required to be Generally, the approach taken has been to round up percentages where they are above 0.5% or close to 0.5

3.2 According to NNDC's Constitution, Chapter 5 section 6.2 'Working Parties shall in law be Committees of the Council' and consequently the political balance rules will also apply to working parties – unless they are Cabinet sub-committees. Cabinet sub-committees are not required to be politically balanced but it is the practice at NNDC that they are and for this reason they are included in the table (marked with an asterisk)

3.3 Overall the percentages have changed as follows:  
The Liberal Democrat Group now has 70% of committee seats which equates to 66 in total (70% of 94 = 65.8) – a **reduction of two** from the previous allocation of 68

The Conservative Group now has 20% of committee seats which equates to 19 in total (20% of 94 = 18.8) – an **increase of two** from the previous allocation of 17

The Independent Group remains unchanged at 10% - 9 seats.

3.4 As Appendix 1 shows, it is not clear cut where the change in seats should fall. The numbers on the two largest committees are reflected in the current allocations, so it is suggested that it affects the next two largest committees - Overview & Scrutiny Committee and Planning Policy & Built Heritage Working party – with one seat on each going to the Conservative Group

### **4. Conclusion**

Council is asked to allocate seats and substitutes to political groups in accordance with the political balance rules.

### **5. Implications and Risks**

In line with the relevant legislation, the Council must review the political balance and allocation of seats following the formation of a new political group. There is no alternative.

### **6. Financial Implications and Risks**

There are no financial implications arising from this report.

### **7. Sustainability**

There no sustainability issues arising from this report.

### **8. Equality and Diversity**

An Equality Impact Assessment has not been completed because there are no service, policy or organisational changes being proposed.

**9. Section 17 Crime and Disorder considerations**

There are no Crime and Disorder implications arising from this report.