

## Council

12 May 2026

### Part 1 - Public

#### Matters for Decision



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Cabinet Member	N/A
Responsible Officer	Adrian Stanfield, Director of Central Services and Deputy Chief Executive, Joy Ukadike, Head of Legal and Democratic Services
Report Author	Allison Parris, Principal Democratic Services Officer

#### Appointments of Substitute Members for 2026/27

##### 1 Summary and Purpose of Report

- 1.1 At each Annual meeting of the Council and beginning of the municipal year, Members are asked to approve substitute members for Committees, Boards, Panels and Groups in accordance with Committee Procedure Rule 17 of the Constitution.

##### 2 Corporate Strategy Priority Area

- 2.1 Efficient services for all our residents, maintaining an effective council.
- 2.2 Formal appointments reflecting determined political balance arrangements supports effective governance and decision making.

##### 3 Recommendations

- 3.1 That the appointments for substitute members for the municipal year 2026/27 be approved in accordance with Members preferred option as set out at Annex 6 to the report

##### 4 Introduction and Background

- 4.1 A member may act as a substitute for a member of the same political group at any meeting of a Committee, sub-committee, Board or Panel listed in Part 3 of the Constitution.
- 4.2 The Council will allocate seats for up to 5 substitute members per committee/advisory board for each political group on the Council in accordance with the wishes of the political group.

- 4.3 Allocations are to be made at Annual Council but may be reviewed on request from a political group at any ordinary meeting of Full Council.
- 4.4 No substitute members shall be appointed to Cabinet, Licensing and Appeals Committee (or any panels of the Licensing and Appeals Committee) and Area Planning Committees under the Borough Councils current arrangements.
- 4.5 However, the implementation of planning committee reforms under the Planning and Infrastructure Act 2025 are to be considered elsewhere on the agenda and may have consequential changes to the use of substitutes on a planning committee.
- 4.6 Cabinet Members may not act as substitute members on Audit Committee, Overview and Scrutiny Committee and Scrutiny Select Committees.

## **5 Proposal**

- 5.1 Each Group Leader has considered their substitutes and the nominations received are set out in Annex 6.
- 5.2 Consideration was also given to consequential changes arising from the implementation of planning committee reforms under the Planning and Infrastructure Act 2025 and these are set out at Option A in Annex 6.

## **6 Other Options**

- 6.1 The proposal presented is the preferred option following consultation with Group Leaders.

## **7 Financial and Value for Money Considerations**

- 7.1 There are no direct financial implications related to these proposals. The cost of servicing committees will be met through existing budgets.

## **8 Risk Assessment**

- 8.1 Proper and appropriate political representation is key to good governance and decision making. Failure to acknowledge and deal with any political balance changes could lead to improper governance and ineffective decision making.

## **9 Legal Implications**

The Borough Council is required to review the composition of its committees in accordance with the Local Government and Housing Act 1989 (duty to allocate seats to political groups) and the Local Government (Committees and Political Groups) regulations 1990.

## 10 Consultation and Communications

- 10.1 Full Council is required to note and agree any changes to political balance and its impact on committee appointments. Presenting a revised political balance report at Full Council is a statutory requirement.
- 10.2 Consultation has been undertaken in respect of this report with the leaders of each of the political groups represented on the Council. Their agreement has been obtained to the calculations relating to the allocation of seats on committees and their respective nominations will be considered else on the agenda for this meeting.

## 11 Implementation

- 11.1 If agreed at Annual Council the appointments to committees etc will come into immediate effect.

## 12 Cross Cutting Issues

### 12.1 Climate Change and Biodiversity

12.1.1 Limited or low impact on emissions and environment.

12.1.2 Climate change advice has not been sought in the preparation of the options and recommendations in this report.

### 12.2 Equalities and Diversity

12.2.1 The decisions recommended through this paper have a remote or low relevance to the substance of the Equality Act. There is no perceived impact on end users.

### 12.3 Other If Relevant

- None

Background Papers	None
Annex 6	Substitute Members