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| GROWTH, ENVIRONMENT AND RESOURCES SCRUTINY COMMITTEE | AGENDA ITEM No. 6 |
| 28 SEPTEMBER 2020 | PUBLIC REPORT |

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| Report of: | Director of Law and Governance | |
| Cabinet Member(s) responsible: | Cabinet Member for Digital Services and Transformation | |
| Contact Officer(s): | Paulina Ford, Senior Democratic Services Officer | Tel. 01733 452508 |

APPOINTMENT OF CO-OPTED MEMBER

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| R E C O M M E N D A T I O N S | |
| FROM: <i>Director of Law and Governance</i> | Deadline date: <i>N/A</i> |
| <p>It is recommended that the Growth, Environment and Resources Scrutiny Committee:</p> <p>Appoint Parish Councillor Keith Lievesley as a non-voting co-opted member to represent the rural area for the municipal year 2020/2021. Appointment to be reviewed annually at the beginning of the next municipal year.</p> | |

1. ORIGIN OF REPORT

1.1 The report is presented to the Committee on behalf of the Director of Law and Governance.

2. PURPOSE AND REASON FOR REPORT

2.1 The purpose of this report is to request that the Committee appoint Parish Councillor Keith Lievesley as a Non-Voting Co-opted Member for municipal year 2020/21 to the Growth, Environment and Resources Scrutiny Committee in accordance with Part 3, Section 4 – Overview and Scrutiny Functions:

Paragraph 4.3 The Scrutiny Committees shall be entitled to co-opt, as non-voting members, up to four external representatives or otherwise invite participation from non-members where this is relevant to their work.

And Part 4, Section 8 – Overview and Scrutiny Procedure Rules: Paragraph 3 - CO-OPTED MEMBERS

3.1 As well as any statutory co-opted members, Scrutiny Committees can co-opt up to four non-voting members on to the Committee.

3.2 There must be at least one non-voting position reserved for a Parish Councillor from a rural area with one substitute member. The Parish Council Liaison Committee will decide these.

3.3 A Scrutiny Committee can co-opt a further three members at its discretion. One of these can be a second parish council member identified by the Parish Council Liaison Committee.

2.2 This report is for the Growth, Environment and Resources Scrutiny Committee to consider under its Terms of Reference No. 4.3 of Part 3, Section 4 – Overview and Scrutiny Functions – Co-optees.

3. **TIMESCALES**

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| Is this a Major Policy Item/Statutory Plan? | NO | If yes, date for Cabinet meeting | N/A |
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4. **BACKGROUND AND KEY ISSUES**

4.1 **Parish Councillor Co-opted Members**

Each Scrutiny committee has the ability to co-opt up to four non-voting co-opted members one of which will be a Parish Councillor representing the rural area to ensure the voice of the rural communities are reflected.

Parish Councillor co-opted members are nominated through a process which is handled by the Think Communities Service area in People and Communities on behalf of the Parish Council Liaison Committee. This is done by sending out an advert and Terms of Reference for each Scrutiny Committee to all Parish Councils asking for expressions of interest for the position. Any expressions of interest received are assessed by the Chair of the Parish Council Liaison for experience and skills and why the candidate wishes to become a co-opted member of a particular scrutiny committee. The final nominations are then put forward to the relevant committee for approval. The Parish Council Liaison committee has therefore proposed that Parish Councillor Keith Lievesley be nominated for a second year to represent the rural area on the Growth, Environment and Resources Scrutiny Committee.

It is therefore proposed that the Committee approve the appointment of Keith Lievesley as a Parish Councillor co-opted member of this committee to represent the rural area for the municipal year 2020/21.

NEXT STEPS

If the Committee agree to appoint the above nomination as a co-opted member of the Growth, Environment and Resources Scrutiny Committee from 28 September 2020, they will be able to attend and take part in all meetings of the Committee and any Task and Finish Groups that the Committee agree that they may be assigned to with no voting rights.

5. **CONSULTATION**

5.1 *None*

6. **ANTICIPATED OUTCOMES OR IMPACT**

6.1 The inclusion of the co-opted members will allow the Committee a wider, more diverse input to discussion, drawing on the relevant expertise of the additional members.

7. **REASON FOR THE RECOMMENDATION**

7.1 The recommendation is made to assist the Scrutiny Committee in fulfilling its terms of reference as set out in the constitution Part 4, Section 8 – Overview and Scrutiny Procedure Rules: Paragraph 3 - CO-OPTED MEMBERS

3.1 As well as any statutory co-opted members, Scrutiny Committees can co-opt up to four non-voting members on to the Committee.

3.2 There must be at least one non-voting position reserved for a Parish Councillor from a rural area with one substitute member. The Parish Council Liaison Committee will decide these.

3.3 A Scrutiny Committee can co-opt a further three members at its discretion. One of these can be a second parish council member identified by the Parish Council Liaison Committee.

9. IMPLICATIONS

Financial Implications

- 9.1 Co-opted Members may receive a special responsibility allowance of £250 per annum as stated in the Members' Allowances Scheme.

Legal Implications

- 9.2 Due process has been followed with regards to the appointment of the co-opted members.

Equalities Implications

- 9.3 Members are keen to ensure that the Committee membership is as inclusive as possible and provides relevant expertise in accordance with the terms of reference for this committee.

Rural Implications

- 9.4 The appointment of a Parish Councillor as a co-opted member representing the rural area will ensure that the voice of the rural communities is reflected.

10. BACKGROUND DOCUMENTS

Used to prepare this report, in accordance with the Local Government (Access to Information) Act 1985

- 10.1 None

11. APPENDICES

- 11.1 *None*

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