

## EXTRA POLICY AND RESOURCES COMMITTEE – 14 MAY 2020

### PART I – DELEGATED

#### 4a. NEW SUB-COMMITTEE OF POLICY AND RESOURCES COMMITTEE (CED)

##### 1 Summary

1.1 This report proposes that the Committee establishes a new sub-committee called *Covid-19 Response Sub Committee* with the following proportional membership:

1.1.1 9 Members with the political proportionality being 6, 2 and 1.

##### 2 Detail

###### **Covid-19 Response Sub-Committee**

2.3 The new Covid-19 Response sub-committee would not have any decision-making powers delegated. Its remit is to be:

*“To make recommendations to the Policy and Resources Committee for approval and/or ratification by Council as appropriate in respect of the Council’s response and recovery plan from Covid-19.”*

2.4 The first item of business on its agenda will be for the new sub-committee to agree its exact Terms of Reference for approval by Policy and Resources Committee.

2.5 Only Members of the Policy and Resources Committee would be eligible to sit on the sub-committee which would have to be politically proportionate. All Members of the Council could act as substitutes on it.

##### 3 Details

3.1 It is considered that the Covid-19 issues would largely be under the remit of this Committee which deals with policy and budgetary matters and so it is for this Committee to establish such a sub-committee. Any decisions amounting to departures from policy/budget would need to be referred to Council.

3.2 All sub-committees need to be proportional to the number of seats each Political Group holds on the Council.

##### 4 Options and Reasons for Recommendations

4.1 That the Committee establishes a new sub-committee called Covid-19 Response using the following proportional membership:

4.1.1 9 Members with the political proportionality being 6, 2 and 1; and

4.1.2 With regard to the Covid-19 Response sub-committee, it is possible that some of the work will be commercially/financially confidential, so whilst the agendas for the meeting will be published on the Council’s website, some of the meeting may need to be held in Part II. As such the reports will remain confidential until such time as the information can be published for the press and public.

4.2 Council will be asked to amend the Remit of the Policy and Resources Committee to include Covid-19 Response.

## **5 Policy/Budget Reference and Implications**

5.1 Setting up of a sub-committee is in policy and budget.

## **6 Financial, Equal Opportunities, Environmental, Community Safety, Public Health, Customer Services Centre, Risk Management and Health & Safety Implications**

6.1 None specific. Any implications identified as part of the Covid-19 Response will be considered as they arise.

## **7 Legal Implications**

7.1 As set out in the report:

- Policy and Resources Committee have the power to set up sub-committees.
- Membership of the sub-committee derives from the membership of the Committee itself.
- The membership has to be politically proportionate.
- The sub-committee can be given delegated authority to make decisions within its remit save where reserved to Council such as constitutional changes.
- The provisions of Schedule 12A of the Local Government Act 1972 will apply to meetings of the sub-committee so they have to be held in public unless there are exceptions to the rule which allows for the meeting to move into private as Part 2 business.
- Council has agreed that all Members can act as substitute Members. It is of course desirable for there to be consistency within the attending membership.

## **8 Equal Opportunities Implications**

8.1 None specific.

## **9 Communications and Website Implications**

9.1 Details of the meetings and agendas will be published for the sub-committee on the Council's website.

## **10 Risk Management and Health & Safety Implications**

10.1 The Council has agreed its risk management strategy which can be found on the website at <http://www.threerivers.gov.uk>. In addition, the risks of the proposals in the report have also been assessed against the Council's duties under Health and Safety legislation relating to employees, visitors and persons affected by our operations. The risk management implications of this report are detailed below.

10.2 The subject of this report is covered by the Committee service plan. Any risks resulting from this report will be included in the risk register and, if necessary, managed within this service plan.

10.3 There are no risks to the Council in agreeing the recommendations.

## 11 Recommendation

11.1 That a new sub-committee called Covid-19 Response sub-committee be established under the Policy and Resources Committee with the following proportion:

- 9 Members on the Covid-19 Response sub-committee with the political proportionality being 6, 2, 1.
- That no decision making powers be delegated to the sub-committees; and
- That substitute Members be allowed.

To Council:

11.2 That the Remit of the Policy and Resources Committee be amended to include Covid-19 Response.

Report prepared by: Sarah Haythorpe, Principal Committee Manager

### Data Quality

Data sources: Full Council meeting 11 December 2018

Council Constitution

Data checked by: Anne Morgan, Solicitor to the Council

Data rating:

1	Poor	
2	Sufficient	√
3	High	

### Background Papers

None.