



**Annual Council Meeting**  
17 May 2023

**Report from the Corporate Director  
of Governance**

**Appointments to Committees and Outside Bodies and  
Appointment of Chairs/Vice Chairs**

<b>Wards Affected:</b>	All
<b>Key or Non-Key Decision:</b>	Council
<b>Open or Part/Fully Exempt:</b>	Open
<b>No. of Appendices:</b>	<p>Four</p> <p>Appendix 1 – Appointments to Committees &amp; Outside bodies</p> <p>Appendix 2 - Cabinet Appointments</p> <p>Appendix 3 - Appointments to be confirmed by General Purposes Committee</p> <p>Appendix 4 - Appointments to be confirmed by Licensing Committee</p> <p>NB: Members are asked to note that the full list of above appointments will be circulated in advance of the meeting.</p>
<b>Background Papers:</b>	None
<b>Contact Officers:</b>	<p>Natalie Zara Head of Executive and Member Services Tel: 0208 937 1719 <a href="mailto:Natalie.Zara@brent.gov.uk">Natalie.Zara@brent.gov.uk</a></p> <p>James Kinsella Governance Manager Tel: 0208 937 2063 <a href="mailto:james.kinsella@brent.gov.uk">james.kinsella@brent.gov.uk</a></p>

**1.0 Purpose of the Report**

- 1.1 The purpose of this report is to outline the proposed appointment of members and co-opted members to allocated positions on the Council's Committees, and Outside Bodies for the 2023-2024 Municipal Year. The positions have been allocated according to the political balance of the Council and in accordance with the rules on proportionality, which are the subject of a separate report listed as Item 8 on the agenda for this meeting.

- 1.2 The recommendations below set out where, in line with the Council's Constitution, Full Council approval for an appointment is needed and which appointments are subject to confirmation by a separate body, with these presented for information purposes.
- 1.3 It also sets out the proposed appointments of Chairs/Vice Chairs for these bodies for the 2023-2024 Municipal Year, including the appointment of independent chair(s) where necessary.

## **2.0 Recommendations**

- 2.1 For Full Council to agree or confirm (as appropriate) the proposed appointments of Members, Co-Opted Members and substitutes to Council Committees and Outside Bodies as set out in Appendix 1 (to be circulated in advance of the meeting).
- 2.2 For Full Council to agree the proposed appointment of Chairs/Vice Chairs to Council Committees as set out in Appendix 1 for the 2023-2024 Municipal Year (to be circulated in advance of the meeting).
- 2.3 For Full Council to agree:
- (a) the reappointment (as detailed within section 3.4 of the report) of David Ewart as Independent Chair of the Audit & Standards Advisory Committee and Pension Board for a two-year term of office ending on 31<sup>st</sup> July 2025.
  - (b) the appointment of Rachael Tiffen (as detailed within section 3.5 of the report) as an Independent co-opted member of the Audit & Standards Advisory Committee for a four-year term of office, ending at the Council's Annual Meeting in May 2027 (subject to confirmation of the ongoing appointment at the Annual Council meeting each year);
  - (c) to confirm (as detailed within section 3.6 of the report) the continuing appoint of the following three Independent Persons for the remainder of their four-year term of office (subject to confirmation at the Annual Council meeting each year):
    - William Goh & Keir Hopley - to the Annual Council meeting in 2025; and
    - Julie Byrom – to the Annual Council meeting in 2026
  - (d) In relation to the co-opted membership on the Community & Wellbeing Scrutiny Committee and as detailed within section 3.7 of the report:
    - (i) to confirm the re-appointment of Alloysius Frederick (as a voting co-opted member representing the Roman Catholic Diocese) & Sayed Jaffar (as a non-voting co-opted member representing Muslim Faith Schools) for a further three-year term of office; and

- (ii) the appointment of Jane Noy (as a voting co-opted Parent Governor representative) and Rachelle Goldberg (as a non-voting co-opted member representing Jewish Faith Schools) for a three-year term of office.

NB: These appointments will be subject to ongoing confirmation at the Annual Council meeting each year.

#### 2.4 For Full Council to note the appointments:

- (a) notified by the Leader of the Council in relation to Cabinet and Cabinet Committees and their respective Chairs/Vice Chairs, as set out in Appendix 2 for the 2023-2024 Municipal Year (to be circulated in advance of the meeting).
- (b) to be confirmed by General Purposes Committee as set out in Appendix 3 for the 2023-2024 Municipal Year (to be circulated in advance of the meeting).
- (c) to be confirmed by Licensing Committee as set out in Appendix 4 for the 2023-2024 Municipal Year (to be circulated in advance of the meeting).

### 3.0 Detail

- 3.1 In accordance with Standing Order 27(i) of the Council's Constitution, the membership of Council Committees and other relevant bodies plus the appointment of Chairs/Vice Chairs and substitute Members for these are matters requiring agreement at the Annual Council Meeting for the upcoming municipal year.
- 3.2 The appointments to Council Committees are to be made in line with the provisions of the Local Government and Housing Act 1989 ('the Act') and the Local Government (Committees and Political Groups) Regulations 1990 ('the 1990 Regulations') which set out how Committees must be constituted when a Council is divided into one or more political groups. Further detail on the political balance of the Council to meet these provisions has been detailed in the report 'Representation of Political Groups on Committees' which has been listed as Item 8 on the agenda for this meeting.
- 3.3 The appendices setting out the proposed appointment of councillors to relevant Committees and Outside Bodies have been attached, following consultation with each political group.
- 3.4 The Council has a long-standing arrangement for its Audit & Standards Advisory Committee and Pensions Board to be chaired independently in order to enhance its governance arrangements. These arrangements are considered to operate effectively, with the Independent Chair of both bodies currently Mr David Ewart. Members of both the Audit & Standards Advisory Committee and of the Pensions Board are content that the current independent chair has fulfilled his respective roles effectively, as are senior officers. As the term of office for the Independent Chair's current appointment on both bodies is due to

expire on 31 July 2021 it is recommended, given the views expressed, that the Independent Chair be re-appointed to both roles for a further two-year term of office, ending on 31 July 2025. As these are not decision-making meetings there are no significant conflicts in appointing the same person to chair each body.

- 3.5 The Audit & Standards Advisory Committee also includes up to two additional Independent co-opted members who have a particular responsibility for Standards matters. Following a recent recruitment process, Council is asked to agree the appointment of Rachael Tiffen to one of these position for a 4-year term. The other post remains vacant, and a further recruitment exercise is due to be commenced shortly.
- 3.6 Council is also asked to confirm the continuing appointment of the Council's three existing Independent Persons - Julie Byrom, Mr William Goh and Mr Keir Hopley for the remainder of their existing 4-year terms. The Independent Persons fulfil a statutory role and are appointed for the purpose of being consulted by the Monitoring Officer, the Audit & Standards Committee and members in relation to any Code of Conduct complaints. They would also form the Panel, should one need to be convened, in respect of the dismissal of one of the council's three statutory officers (Head of Paid Service, Monitoring Officer and s151 Officer).
- 3.7 As the Terms of Reference for Community & Wellbeing Scrutiny Committee includes the consideration of matters "relating wholly or partly to any education functions which are the responsibility of the Cabinet" provision is made (under Standing Order 50e) for its membership to include x 1 voting co-opted member representing the Diocesan Board of Education for the Church of England faith and x 1 voting co-opted member representing the Diocesan Board of Education for the Roman Catholic faith along with up to x 2 voting co-opted Parent Governor representatives. In addition, provision is made for up to x 2 non voting co-opted members who represent the governing bodies of other faith schools, with representatives currently appointed to represent Muslim and Jewish Faith Schools. Following a recent recruitment process undertaken to fill a number of vacancies within the existing co-opted membership, Full Council is being asked to agree the appointment of Jane Noy (as a voting co-opted Parent Governor member on the Committee) and Rachelle Goldberg (as a non-voting co-opted member representing Jewish Faith Schools). In addition, Full Council is being asked to confirm the continued appointment of Alloysius Frederick (as a voting co-opted member representing the Roman Catholic Diocese) & Sayed Jaffar (as a non-voting co-opted member representing Muslim Faith Schools) on the Committee. These appointments will all be for a three-year term of office ending at the Annual Council meeting in 2026 and will be subject to ongoing confirmation at the Annual Council meeting each year. In terms of the remaining vacancies efforts continue to secure a voting co-opted representing from the Church of England Diocesan Board.
- 3.8 As per Standing Order 51 (a) the Council may also appoint a pool of substitute members from which a member may be selected to speak and vote in the absence of a member of the Committee, provided that the substitute member

is not already a member of the Committee. This Standing Order states that each pool shall be up to the number of members comprising membership of the Committee and be divided according to the political balance on the Committee, save that where a group has only one member on the Committee up to two members may be appointed by that group to the pool. The list of appointments also include details of the substitute pool of members nominated.

3.9 For information purposes only:

- the appointments made by the Leader to the Cabinet and Cabinet Committees have been set out in Appendix 2.
- the appointments to be confirmed by General Purposes and Licensing Committee have been detailed in Appendices 3 & 4 respectively.

#### **4.0 Financial Implications**

4.1 Certain positions to which Members are appointed will attract a Special Responsibility Allowance, the costs of which are met from within the existing Members Allowance budget.

4.2 There are no other financial implications arising directly from this report.

#### **5.0 Legal Implications**

5.1 As aforementioned, the appointments are due to be made in line with the provisions of the Local Government and Housing Act 1989 and the Local Government (Committees and Political Groups) Regulations 1990.

#### **6.0 Equality Implications**

6.1 The s149 public sector equality duty requires public bodies to have due regard to the need to:

- eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act 2010;
- advance equality of opportunity between people who share a protected characteristic and those who do not; and
- foster good relations between people who share a protected characteristic and those who do not.

6.2 The Equality Act 2010 and the Public Sector Equality Duty (outlined above) cover the following nine protected characteristics: age, disability, marriage and civil partnership, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

6.3 There are no direct equalities implications arising from this report at this stage. However, equalities implications from the individual recommendations will continue to be considered and assessed during the decision-making process.

## **7.0 Consultation with Ward Members and Stakeholders**

7.1 The nominations for appointments detailed within the appendices to the report have been submitted directly by each political group.

## **8.0 Human Resources/Property Implications (if appropriate)**

8.1 There are no direct human resources or property implications that relate to this report.

**Report sign off:**

**Debra Norman**  
Corporate Director Governance