

REPORT TO THE PERSONNEL LICENSING AND ADMINISTRATION COMMITTEE

Report No. 12

Date of Meeting	21 st May 2007
Title of Report	Appointments to Sub Committees, Working Groups and Outside Bodies
Link to Corporate Priorities	None
Public Report	Yes

Summary of Report

To inform the Committee of the Sub Committees, Working Groups and Outside Bodies for which appointments are required.

Officer Recommendations

That the Personnel, Licensing & Administration Committee:

- 1. Appoint Members to the Sub Committees and Working Groups set out at the Appendix to this report.**
- 2. Nominate a representative to attend South West Provincial Council Meetings on behalf of the Council.**

Other than those implications agreed with the relevant Officers and referred to below, there are no other implications associated with this report.

Financial Implications	Legal Implications	Community & Environmental Implications	Human Resources Implications	Equality & Diversity Implications
None	None	None	None	None

Contact Officer

Lisa Pullin; Policy & Democratic Services Assistant; 01249 706613;
lpullin@northwilts.gov.uk

1. Introduction

- 1.1 The purpose of this report is to inform the Committee of the Sub Committees, Working Groups and Outside Bodies for which appointments are required.

2. Options and Options Appraisal

- 2.1 Option 1: Appoint Members to the Sub Committees and Working Group set at the Appendix to this report and appoint a representative to attend South West Provincial Council Meetings on behalf of the Council.
- 2.2 Option 2: To suggest alternative committee compositions for the appointment of Members to the Sub Committees and Working Groups and to not appoint a representative to the South West Provincial Council.

3. Background Information

- 3.1 All Standing Committees of the Council are required to appoint an Urgent Matters Sub Committee. The Constitution requires that the Membership of each Urgent Matters Sub Committee shall comprise the Chairman and Vice Chairman of the Committee, together with one other Member of the Committee and a further three Members of the Standing Committee to act as Deputies.
- 3.2 The Personnel, Licensing & Administration Committee is also required to provide for consultations with employees through the Local Joint Consultative Committee and for employee representation through the Joint Safety Committee.
- 3.3 The Committee has in previous years also appointed a Licensing & Registration Sub Committee and the Members Development Group.
- 3.4 Details of the suggested numbers of seats for each of the Sub Committees and the Working Group required for this year are set out at the Appendix to this report.
- 3.5 In previous years the Committee has nominated a representative to attend South West Provincial Council meetings on its behalf. The first full Provincial Council Meeting for 2007/08 will be held on 29th June 2007 and so the Committee is requested to appoint a Member to represent the Council.
- 3.6 The Urgent Matters Sub Committee and the Licensing and Registration Sub Committee will need to be politically balanced by law. The Local Joint Consultative Committee, the Joint Safety Committee and the Members Development Group will be politically balanced by convention.

4. Risk Analysis

There are no risks associated with this report.

Appendices:	<ul style="list-style-type: none"> • Appendix 1 - Suggested number of Appointments to Sub Committees and Working Groups
Background Documents Used in the Preparation of this Report:	None

Previous Decisions Connected with this Report

Report	Committee & Date	Minute Reference
None		