

OPEN

Environment and Communities Committee

05 June 2025

Appointments to Sub-Committees, Working Groups, Panels, Boards and Joint Committees

**Report of: Janet Witkowski, Acting Governance, Compliance and
Monitoring Officer**

Report Reference No: EC/19/25-26

Ward(s) Affected: N/A

Decision

Purpose of Report

- 1 This report seeks approval from the Environment and Communities Committee to appoint the bodies referred to in the report and to nominate members to them.
- 2 This report contributes to the Council's objective of being an effective and enabling organisation – effective and responsive governance, compliance and evidence-based decision-making.

Executive Summary

- 3 The Council, at its annual meeting on 14 May 2025 [approved](#) the political representation on its main committees and appointed those committees. The appointment of certain sub-committees, working groups, panels and boards is a matter for the relevant service committee.
- 4 This report concerns those bodies which fall to be appointed by the Environment and Communities Committee or by the Committee in conjunction with other service committees. Where political proportionality is applicable, the agreed conventions and methods of calculation have been applied.
- 5 Appointments to Outside Organisations are made by the Corporate Policy Committee and will next be reviewed in May 2027.

RECOMMENDATIONS

That the Environment and Communities Committee

1. Appoints the sub-committees, working groups, panels, boards and joint committees for 2025-26, and the member appointments to them, as set out within this report.
2. Where appropriate, agrees to submit member nominations to the bodies below to the Head of Democratic Services.

Background

- 6 Bodies which the Environment and Communities Committee is required to appoint to:

Body	Purpose	Membership 2024-25	Proposed Membership 2025-26
Local Plan Member Reference Group	To support the preparation of the Local Plan.	Cllrs L Smetham, S Gardiner, T Dean, L Braithwaite, C Chapman, L Crane, M Warren <i>(3 Cons: 3 Lab: 1 Ind)</i>	Cllrs S Gardiner, T Dean, S Edgar, Liz Braithwaite, Clair Chapman, Laura Crane, TBC
Carbon Steering Group	To oversee progress to the council's target of a carbon neutral borough by 2045 through the delivery of the Wider Borough Carbon Action Plan 2024-29.	Informal Group; - Cllr Warren - Cllr Dean - Cllr Corcoran - Cllr Crane	TBC

	<p>There needs to be a representative from each of the following committees;</p> <ul style="list-style-type: none"> - Environment and Communities - Children and Families - Adults and Health - Highways and Transport - Economy and Growth 		
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Consultation and Engagement

- 7 There has been consultation with Group Leaders and Administrators in relation to the political representation of the bodies set out within this report.

Reasons for Recommendations

- 8 In accordance with the Constitution, the Environment and Communities Committee is responsible for the appointment of the bodies referred to in this report.

Other Options Considered

9	Option	Impact	Risk
	Do nothing	The Council's Constitution requires these bodies to be appointed in line with the legislation referenced in this report. Not appointing to these bodies would negatively affect the Council's ability to make decisions in an open and transparent manner.	Failure to comply with the Council's Constitution and the legislation referenced in this report could leave the Council open to legal challenge.

Implications and Comments

Monitoring Officer/Legal/Governance

- 10 The Environment and Communities Committee has power to appoint informal working groups, panels or task groups with defined terms of reference and timeframes.
- 11 The Committee also has power and/or has historically been asked to nominate members to each of the sub-committees particularly where they fall within the remit of the Committee.
- 12 The Local Government (Committees and Political Groups) Regulations 1990, made pursuant to the Local Government and Housing Act 1989, make provisions in respect of the political group representation on a local authority's committees in relation to the overall political composition of the Council. The legislation applies to the decision-making committees and sub-committees of the Council and requires that, where proportionality applies, and seats are allocated to different political groups, the authority must abide by the following principles, so far as is reasonably practicable:
 - Not all of the seats can be allocated to the same political Group (i.e., there are no single group committees).
 - The majority of the seats on the body are to be allocated to a political Group with a majority membership of the authority.

- The total number of seats on all ordinary committees and sub committees allocated to each Political Group bears the same proportion to the proportion on the full Council.
- The number of seats on each ordinary committee allocated to each Political Group bears the same proportion to the proportion on full Council.
- The proposals contained in this report meet the requirements of the legislation.
- The 1990 Regulations require Political Group Leaders to notify the Proper Officer of the Groups' nominations to the bodies in question.

Section 151 Officer/Finance

- 13 There are no financial implications that require an amendment to the Medium-Term Financial Strategy.

Human Resources

- 14 There are no HR implications.

Risk Management

- 15 Failure to comply with the Act and Regulations when appointing its committee memberships would leave the Council open to legal challenge.

Impact on other Committees

- 16 There are no implications on other committees.

Policy

- 17 There are no direct policy implications.

<p>Commitment 3: An effective and enabling organisation</p>
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<p>Effective and responsive governance, compliance and evidence-based decision-making.</p>
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Equality, Diversity and Inclusion

- 18 There are no direct equality, diversity and inclusion implications.

Other Implications

19 There are no other implications.

Consultation

Name of Consultee	Post held	Date sent	Date returned
<i>Statutory Officer (or deputy) :</i>			
Sal Khan	Deputy S151 Officer	22/05/25	22/05/25
Janet Witkowski	Acting Monitoring Officer	22/05/25	22/05/25
<i>Legal and Finance</i>			
Steve Reading	Finance Manager (Place & Corporate Services)	22/05/25	22/05/25

Access to Information	
Contact Officer:	Brian Reed, Head of Democratic Services Brian.reed@cheshireeast.gov.uk
Appendices:	NA
Background Papers:	NA