

**REPORT OF**    **Head of Legal & Governance (Monitoring Officer)**

**To:**            **Annual General Meeting**

**Subject:**     **Size of Committees and Terms of Reference**

**Date:**        **22 May 2023**

**Reference:**

**PURPOSE OF REPORT:**

To confirm the size of Committees and their Terms of Reference

**1. INTRODUCTION**

It is a requirement of the Council's Constitution that Full Council approve the size of Committees and their Terms of Reference as set out In Part 3 of the Constitution each year at the Annual General Meeting

**2. REPORT**

The Committees current size are set out in the following table:

<b>Committee</b>	<b>Number of Seats</b>
Community & Resources Committee	12
Audit & Governance Committee	6 (plus 1 non-elected)
Overview & Scrutiny (Internal)	9 (plus up to 3 non-elected)
Overview & Scrutiny (External)	9 (plus up to 3 non-elected)
Plans Committee	9
Joint Crematorium Committee	5
<b>Proportional Representation not required:</b>	
Licensing Committee	10
Standards Committee	7 (plus up to 2 parish reps, 3 independent persons)
Harbour Board & Port Security	5 (plus up to 3 non-elected)
Joint Planning Policy Committee	7
Property & Major Project Working Group	4
Climate Change Working Group	4

The Committees existing Terms of Reference as set out in Part 3 of the Constitution is attached in Appendix 1.



### 3. IMPLICATIONS

Legal Implications

It is a requirement of the Council's Constitution that this is agreed each year

Financial Implications

None

Human Resources Implications

None

Sustainability/Biodiversity Implications

n/a

Equality/Diversity

n/a

Risk Management

n/a

Compliance with Policies and Strategies

It is a requirement of the Council's Constitution that this is agreed each year

Data Protection (GDPR) Implications

n/a

Climate Change

n/a

Ward Member and Lead Member Views

n/a

### 4. CONCLUSIONS

It is a requirement of the Council's Constitution that Full Council approve the size of Committees and their Terms of Reference as set out in Part 3 of the Constitution each year at the Annual General Meeting

### 5. RECOMMENDATIONS

Members are recommended to:

- Approve the size of Committees as stated in this report and their Terms of Reference as set out in Appendix 1.

