

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

**To: Annual General Meeting**

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

**Date: 20 May 2024**

**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	6 (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.

