

# Public Document Pack

## ADDITIONAL CIRCULATION



To: All Members of the Council

Town House,  
ABERDEEN, 16 May 2022

## **STATUTORY COUNCIL MEETING**

The undernoted items are circulated in connection with the meeting of the **COUNCIL** on **WEDNESDAY, 18 MAY 2022 at 10.30am.**

FRASER BELL  
CHIEF OFFICER - GOVERNANCE

### **BUSINESS**

- 7 Appointment of Senior Councillors and Members to Committees - COM/22/079  
(Pages 3 - 16)
- 8 Appointment of Members to Sub Committees, Groups, Partnerships, Joint Boards and Outside Bodies - COM/22/080 (Pages 17 - 28)

Website Address: [www.aberdeencity.gov.uk](http://www.aberdeencity.gov.uk)

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## SUBMISSION OF LATE REPORT

NAME OF COMMITTEE : Council

DATE OF COMMITTEE : 18 May 2022

TITLE OF REPORT : Appointment of Senior Councillors and Members to Committees

### Please explain why this report is late.

The report is late as calculations could not be made until the result of the local government election was known. The report was also held back in anticipation of an announcement regarding the formation of the Administration, as this has an impact on various matters contained within the report. However, as of 16 May, no announcement has been made regarding the formation of the Administration.

### Please explain:

- why this report must be submitted to the next meeting of the Council/Committee; and
- why it cannot be submitted to a meeting of the Council/Committee at a later date.

In terms of Standing Order 2.2, the appointment of Conveners and Vice Conveners for committees, the appointment of members to committees and approval of Senior Councillor Allowances have to be included as items on the agenda for the Statutory Council meeting. If, for example, these matters were deferred to a later Council meeting, alternative arrangements may need to be put in place for the Council's committee cycle in late May and June 2022.

Director SIGNATURE REDACTED

Date 16 May 2022

The following section must be completed by the Convener where a report must be submitted less than three clear days<sup>1</sup> before a meeting of the Council/Committee.

By law, an item of business must be open to inspection by members of the public for at least three clear days before a meeting.

An item of business not open to inspection for three clear days may be considered at a meeting only by reason of special circumstances, which shall be specified in the minutes, and where the Convener is of the opinion that the item should be considered as a matter of urgency.

Please explain why you are of the opinion that the item should be considered as a matter of urgency.

Not applicable as the Convener of the Council (Lord Provost) is still to be appointed

Convener N/A

Date N/A

<sup>1</sup> For example if a letter is posted on Monday advising of a meeting on Friday, it gives 3 clear days notice (i.e. Tuesday, Wednesday, Thursday). Saturday, Sunday and public holidays are included within the definition of Clear Days.

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## ABERDEEN CITY COUNCIL

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<b>COMMITTEE</b>	Statutory Council
<b>DATE</b>	18 May 2022
<b>EXEMPT</b>	No
<b>CONFIDENTIAL</b>	No
<b>REPORT TITLE</b>	Appointment of Senior Councillors and Members to Committees
<b>REPORT NUMBER</b>	COM/22/079
<b>DIRECTOR</b>	Gale Beattie, Director of Commissioning
<b>CHIEF OFFICER</b>	Fraser Bell, Chief Officer - Governance
<b>REPORT AUTHOR</b>	Martyn Orchard
<b>TERMS OF REFERENCE</b>	7

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### 1. PURPOSE OF REPORT

- 1.1 To approve the composition and membership of the Council's committees, to appoint Conveners and Vice Conveners, to agree the payment of senior councillor allowances and to agree the appointment of external members to the Education Operational Delivery Committee.

### 2. RECOMMENDATIONS

That the Council:-

- 2.1 agree the composition of the committees listed in paragraph 3.1.1 on the basis of the indicative allocations proposed within Appendix 1;
- 2.2 appoint a Convener and Vice Convener to the committees listed in paragraph 3.1.1, as appropriate, on the basis of the information contained within paragraph 3.3.1;
- 2.3 appoint a Business Manager and Depute Business Manager in line with paragraph 3.3.2;
- 2.4 appoint members to the committees listed in paragraph 3.1.1 on the basis of the agreed compositions;
- 2.5 nominate a Vice Chairperson to the Integration Joint Board;
- 2.6 appoint members and substitutes to the Aberdeen City Region Deal Joint Committee as set out in paragraph 3.2.4;
- 2.7 appoint members and substitutes to the Northern Roads Collaboration Joint Committee as set out in paragraph 3.2.5

- 2.8 appoint members to the Guildry and Mortification Funds Committee as set out in paragraph 3.2.6;
- 2.9 appoint members to the Special Licensing Objections Committee as set out in paragraph 3.2.7;
- 2.10 agree the payment of senior councillor allowances in accordance with the guidance set out in paragraph 3.3.3;
- 2.11 agree the appointment of external members to the Education Operational Delivery Committee as set out in section 3.4; and
- 2.12 nominate one member and one substitute member to be appointed to the North East Scotland Pension Fund Pensions Board, on the basis of the information contained within section 3.5.

### 3. CURRENT SITUATION

#### 3.1 Committee Structure

- 3.1.1 The Council's current committee structure comprises the committees below. The Integration Joint Board is a separate legal entity comprising members of NHS Grampian and Aberdeen City Council.

Committee/Board	Regulatory Committee
Audit, Risk and Scrutiny Committee	Licensing Committee
Capital Programme Committee	Planning Development Management Committee
City Growth and Resources Committee	Pensions Committee
Education Operational Delivery Committee	
Operational Delivery Committee	
Public Protection Committee	
Staff Governance Committee	
Strategic Commissioning Committee	
Urgent Business Committee	
Integration Joint Board	

3.1.2 In addition, the Council also appoints members to the undernoted joint committees. These joint committees make their own arrangements for the appointment of Convener(s) and Vice Convener(s) in accordance with the relevant governance documents.

- Aberdeen City Region Deal Joint Committee
- Northern Roads Collaboration Joint Committee

### 3.2 Composition and Membership

3.2.1 The Council has traditionally followed the principles of Section 15 of the Local Government and Housing Act 1989 which is not in force, however the Council has given effect to this through Standing Order 47.9 which states that ‘the Council will set the membership for each Committee and in doing so should have regard to the political composition of the Council’. The principles of the 1989 Act are:-

- (a) not all the seats of the body are to be allocated to a particular group;
- (b) the majority of seats on the body are to be allocated to the group having a majority of seats on the Council; and
- (c) the number of seats on ordinary committees which are allocated to each group bears the same proportion to the total number of seats on those committees as the number of seats held by the group on the Council does to the whole membership of the Council.

3.2.2 The position following the local government election on 5 May 2022 is as follows:-

SNP	20 members	20/45 = 44.44%
Labour	11 members	11/45 = 24.44%
Conservative	8 members	8/45 = 17.77%
Liberal Democrat	4 members	4/45 = 8.88%
Independent	2 members	2/45 = 4.44%

3.2.3 It is proposed that the following committee sizes be applied in terms of elected members:-

<u>Committee/Board</u>	<u>Size</u>
Audit, Risk and Scrutiny	9
Capital Programme	9
City Growth and Resources	9
Education Operational Delivery	13
Licensing	9
Operational Delivery	13
Pensions	9
Planning Development Management	9
Public Protection	9
Staff Governance	9

Strategic Commissioning	9
Urgent Business	9
Integration Joint Board	4
Total	<u>120</u>

The Integration Joint Board has a total of 20 members, however only 8 of these are voting members - 4 for Aberdeen City Council and 4 for NHS Grampian. The Council is also required to appoint 4 substitute members. Any proposal to amend the number of Aberdeen City Council members would need to be agreed with NHS Grampian.

3.2.4 The Aberdeen City Region Deal Joint Committee has a total of 9 members, with Aberdeen City having 3 members. The Council is also required to appoint 3 substitute members.

3.2.5 The Northern Roads Collaboration Joint Committee has a total of 14 members from seven local authorities, with Aberdeen City having 2 members. The Council is also required to appoint 2 substitute members.

3.2.6 The Guildry and Mortification Funds Committee should comprise the Master of Mortifications (to be appointed under item 13 on the agenda), the Lord Provost and one other elected member. The Convener of the Guildry and Mortification Funds Committee is the Master of Mortifications.

3.2.7 The Council is also required to appoint five members to the Special Licensing Objections Committee. It is suggested that the members of the Special Licensing Objections Committee should not be members of the Licensing Board as this would create a conflict of interest. It should be noted that the Special Licensing Objections Committee is ad-hoc in nature and only met on one occasion in the previous Council term.

3.2.8 Appended to the report (Appendix 1 - Proposed Committee Allocations) are proposals for appointing members to committees. It should be noted that these are indicative allocations - members are entitled to put forward alternative allocations at the meeting. It is for the Council to determine the allocation of the committee places, and thereafter the groups to notify the Chief Officer - Governance of their appointments.

### 3.3 **Appointment of Conveners and Vice Conveners, Senior Councillors and Payment of Senior Councillor Allowances**

3.3.1 The Council is requested to appoint Conveners and Vice Conveners to the committees listed in paragraph 3.1.1 as appropriate. The Chairperson of the Integration Joint Board is currently a representative of NHS Grampian, therefore the Council is only required to nominate a Vice Chairperson, which will be ratified by the Integration Joint Board. Lastly, in line with the Scheme of Governance, the Convener and Vice Convener of the Audit, Risk and Scrutiny Committee should be members of the opposition.



- 3.3.2 The Council is requested to appoint a Business Manager and Depute Business Manager in line with Standing Order 2.2.3. Any proposal to disestablish these roles would require the Scheme of Governance to be amended, and if such a proposal was to be approved, it is suggested the Chief Officer - Governance be given delegated authority to make the relevant changes to the Scheme of Governance following consultation with the Leader of the Council.
- 3.3.3 When making these appointments, the Council must have regard to the following structure for the payment of allowances to Councillors:-
- (a) up to 19 Councillors can hold senior positions with an allowance between £25,691 (lower level) and £34,254 (upper level) provided that the total is within the maximum permissible of £511,316; and
  - (b) a basic allowance of £19,571 must be paid as a minimum to each member of the Council as set out in the Local Governance (Scotland) Act 2004 (Remuneration) Amendment Regulations 2017. No member can be paid more than one allowance.
- 3.3.4 The Council is asked to agree the senior allowances to be paid, bearing in mind that separate provision is made for the Civic Head (Lord Provost) and the Leader of the Council. For the avoidance of any doubt, the Lord Provost and the Leader of the Council are not included in the maximum of 19 Councillors who can hold senior positions, nor the maximum £511,316 limit referred to above.

#### **3.4 External Members on Education Operational Delivery Committee**

- 3.4.1 The Council currently has appointed to its Education Operational Delivery Committee seven external members under the provisions of the Local Government (Scotland) Act 1973 Section 124 (as amended). The Act states that, when the Council has appointed a committee whose purposes include advising the authority on any matter relating to the discharge of their functions as education authority, or discharging any of those functions of the authority on their behalf, it shall appoint three church representatives and may appoint persons who are not members of the authority.
- 3.4.2 Two church representatives, Church of Scotland and Roman Catholic, are to be nominated in such a way as those bodies determine. The Roman Catholic representative is to remain as Mr John Murray, and the Church of Scotland notified the EODC clerk that Reverend Shuna Dicks will be stepping down from the Committee and nominated Mrs Hilda Smith as her replacement.
- 3.4.3 The discretionary provision has been used to appoint two teacher representatives and two parent representatives. The Teachers' Consultative Forum determined that their representatives will remain as Miss Pamela Scott and Mr Michael Paul. The Aberdeen City Parent Forum advised that Mrs Frances Cardno will continue as one of their representatives. Mrs Cardno was appointed to the Committee in December 2021. The Forum has confirmed that the secondary parent representative is Mr Michael Crawford.

3.4.4 The third church representative is to be appointed by the Council having regard to the comparative strength within the area of all the churches and denominational bodies having duly constituted charges or other regular appointed places of worship within the city. The opportunity was promoted by contacting religious organisations directly, promoting the vacancy on social media and the Council website, and through colleagues from Interfaith and the Equalities Team. Three applications were received by the closing date and a consultative meeting was held on 21 April 2022, with a view to securing a nomination for the appointment of the third religious representative. Religious organisations who did not submit a nomination were still entitled to attend and vote, however only the three applicants attended and spoke to their applications.

3.4.5 The three applicants were:-

- Dr Olushola Ajide, Redeemed Christian Church of God Fountain of Love
- Mr Madhav Regmi, Aberdeen Hindu Association / Aberdeen Hindu Temple Trust
- Mrs Ruchika Thakur, Aberdeen Sikh Sangat

3.4.6 Following their submissions, the clerk asked if anyone wished to withdraw from the process at that juncture, however all three applicants indicated a wish to continue and therefore a ballot was held, with each applicant entitled to one vote. As a result of an equity of votes, the clerk advised that in line with the procedure set out in Standing Orders for the appointment of Members, lots would be drawn to secure a single nomination. Following this process, Mr Madhav Regmi was selected as the preferred candidate to Council to take up the third religious representative place. Mr Regmi is the current third religious representative on EODC, having been appointed by Council in August 2021.

3.4.7 Training will be provided for new members and refresher training offered to those returning.

3.4.8 Council is therefore asked to appoint the undernoted members to the Education Operational Delivery Committee, subject to a PVG check being undertaken for those new to the Committee -

**Religious representatives**

Mrs Hilda Smith, Church of Scotland

Mr John Murray, Roman Catholic Church

Mr Madhav Regmi, third religious representative

**Teacher representatives**

Miss Pamela Scott, representing the primary sector

Mr Mike Paul, representing the secondary sector

**Parent representatives**

Mrs Frances Cardno, representing the primary sector

Mr Michael Crawford, representing the secondary sector

**Named substitutes**

Primary sector parent representative - Mrs Louise Bruce  
Secondary sector parent representative - to be advised  
Teacher representative - Mr Doug Haywood

### **3.5 Nominations to the North East Scotland Pension Fund Pension Board**

- 3.5.1 The Pensions Board is responsible for assisting the Scheme Manager (Aberdeen City Council as the 'administering authority') in relation to compliance with Scheme Regulations and the requirements of the Pensions Regulator. The Board is legally required under the Public Service Pensions Act 2013.
- 3.5.2 Membership of the Pensions Board consists of equal numbers of trade union representatives and employer representatives, drawn from Councils, scheduled and admitted bodies.
- 3.5.3 Pensions Board representatives must not also participate in or act as members of the Pensions Committee and will normally be elected members serving as part of the Council.
- 3.5.4 Due to the resignation of Aberdeen City Council's current Board member, the Pension Fund now seeks one nomination for membership of the North East Scotland Pension Fund Pensions Board, and one nomination for a substitute member to act as a representative of the Employer on the Board. The substitute member will only be able to participate in the absence of the substantive member.

## **4. FINANCIAL IMPLICATIONS**

- 4.1 The financial implications as set out in paragraph 3.3.3 will be met from existing approved budgets.

## **5. LEGAL IMPLICATIONS**

- 5.1 Under Section 56 of the Local Government (Scotland) Act 1973, the Council may arrange for the discharge of any of its functions by a Committee or Sub Committee.

## **6. ENVIRONMENTAL IMPLICATIONS**

- 6.1 There are no direct environmental implications arising from the recommendations of this report.

## **7. RISK**

- 7.1 The assessment of risk contained within the table below is considered to be consistent with the Council's Risk Appetite Statement.

Category	Risks	Primary Controls/Control Actions to achieve Target Risk Level	*Target Risk Level (L, M or H)  *taking into account controls/control actions	*Does Target Risk Level Match Appetite Set?
<b>Strategic Risk</b>	No significant risks identified	N/A	N/A	N/A
<b>Compliance</b>	Council must comply with legislation and the Scheme of Governance	The recommendations comply with statutory obligations and the Scheme of Governance	L	Yes
<b>Operational</b>	No significant risks identified	N/A	N/A	N/A
<b>Financial</b>	No significant risks identified	N/A	N/A	N/A
<b>Reputational</b>	No significant risks identified	N/A	N/A	N/A
<b>Environment / Climate</b>	No significant risks identified	N/A	N/A	N/A

## 8. OUTCOMES

The proposals in this report have no impact on the Council Delivery Plan.

## 9. IMPACT ASSESSMENTS

Assessment	Outcome
<b>Integrated Impact Assessment</b>	Full impact assessment not required

<b>Data Protection Impact Assessment</b>	Not required
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## 10. BACKGROUND PAPERS

None

## 11. APPENDICES

Appendix 1 - Proposed Committee Allocations

## 12. REPORT AUTHOR CONTACT DETAILS

<b>Name</b>	Martyn Orchard
<b>Title</b>	Committee Lead
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## Appendix 1 - Proposed Committee Allocations

Committee	SNP	Labour	Conservative	Lib Dem	Independent	Total
Audit, Risk and Scrutiny	4	2	2	1	0	9
Capital Programme	4	2	2	1	0	9
City Growth and Resources	4	2	2	1	0	9
Education Operational Delivery	6	3	2	1	1	13
Licensing Committee	4	2	2	1	0	9
Operational Delivery Committee	6	3	2	1	1	13
Pensions	4	2	2	1	0	9
Planning Development Management	4	2	1	1	1	9
Public Protection	4	2	1	1	1	9
Staff Governance	4	2	1	1	1	9
Strategic Commissioning	4	2	2	1	0	9
Urgent Business	4	2	1	1	1	9
Integration Joint Board	2 (plus 2 sub)	1 (plus 1 sub)	1	0 (plus 1 sub)	0	4 (plus 4 subs)
<b>Total</b>	54 (plus 2 subs)	27 (plus 1 sub)	21	12 (plus 1 sub)	6	120 (plus 4 subs)

<b>Committee</b>	<b>SNP</b>	<b>Labour</b>	<b>Conservative</b>	<b>Lib Dem</b>	<b>Independent</b>	<b>Total</b>
Aberdeen City Region Deal Joint Committee	2 (plus 1 sub)	1	0 (plus 1 sub)	0 (plus 1 sub)	0	3 (plus 3 subs)
Northern Roads Collaboration Joint Committee	1	0 (plus 1 sub)	1	0 (plus 1 sub)	0	2 (plus 2 subs)
Guildry and Mortification Funds Committee	2	1	0	0	0	3
Special Licensing Objections Committee	1	1	1	1	1	5
<b>Total</b>	6 (plus 1 sub)	3 (plus 1 sub)	2 (plus 1 sub)	1 (plus 2 subs)	1	13 (plus 5 subs)



## SUBMISSION OF LATE REPORT

**NAME OF COMMITTEE** : Council  
**DATE OF COMMITTEE** : 18 May 2022  
**TITLE OF REPORT** : Appointment of Members to Sub Committees, Groups, Partnerships, Joint Boards and Outside Bodies

**Please explain why this report is late.**

Awaiting information on the makeup of the new Administration to allow political proportionality options to be calculated.

**Please explain:**

- why this report must be submitted to the next meeting of the Council/Committee; and
- why it cannot be submitted to a meeting of the Council/Committee at a later date.

The decisions sought relate to appointments which are required before the next scheduled meeting of Council to allow representation at scheduled meetings, or to the establishment of bodies to which committees will appoint members.

**Director** SIGNATURE REDACTED

**Date** 16 May 2022

**The following section must be completed by the Convener where a report must be submitted less than three clear days<sup>1</sup> before a meeting of the Council/Committee.**

**By law, an item of business must be open to inspection by members of the public for at least three clear days before a meeting.**

**An item of business not open to inspection for three clear days may be considered at a meeting only by reason of special circumstances, which shall be specified in the minutes, and where the Convener is of the opinion that the item should be considered as a matter of urgency.**

**Please explain why you are of the opinion that the item should be considered as a matter of urgency.**

Not applicable as the Convener of the Council (Lord Provost) is still to be appointed

**Convener** N/A

**Date** N/A

<sup>1</sup> For example if a letter is posted on Monday advising of a meeting on Friday, it gives 3 clear days notice (i.e. Tuesday, Wednesday, Thursday). Saturday, Sunday and public holidays are included within the definition of Clear Days.

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## ABERDEEN CITY COUNCIL

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<b>COMMITTEE</b>	Statutory Council
<b>DATE</b>	18 May 2022
<b>EXEMPT</b>	No
<b>CONFIDENTIAL</b>	No
<b>REPORT TITLE</b>	Appointment of Members to Sub Committees, Groups, Partnerships, Joint Boards and Outside Bodies
<b>REPORT NUMBER</b>	COM/22/080
<b>DIRECTOR</b>	Gale Beattie, Director of Commissioning
<b>CHIEF OFFICER</b>	Fraser Bell, Chief Officer - Governance
<b>REPORT AUTHOR</b>	Martyn Orchard
<b>TERMS OF REFERENCE</b>	7

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### 1. PURPOSE OF REPORT

- 1.1 To seek appointments to sub committees, partnerships, joint boards and working groups; and nominate members to be appointed to a small number of outside bodies.

### 2. RECOMMENDATIONS

That the Council:-

- 2.1 note that the membership number and composition of the sub committees detailed in Appendix A will be determined by the respective committees;
- 2.2 approve the membership number for each working group as detailed in Appendix B; set a composition for each and appoint members on the basis that names can be provided to the Chief Officer - Governance after the meeting and that he be authorised to finalise membership where required;
- 2.3 set a composition for each of the joint committees/partnerships as detailed at Appendix C, and appoint members and substitutes (where applicable) on the basis that names can be provided to the Chief Officer - Governance after the meeting and that he be authorised to finalise membership where required;
- 2.4 appoint 9 members to the Appointment Panel, agree the composition of the Panel and appoint members on the basis that names can be provided to the Chief Officer - Governance after the meeting and that he be authorised to finalise membership where required;
- 2.5 consider the appointment or nomination (as appropriate) of members to the outside bodies listed in Appendix D, and appoint members on the basis that names can be provided to the Chief Officer - Governance after the meeting and that he be authorised to finalise the membership where required; and

- 2.6 note that the remaining outside body appointments, or nominations, will be reported to the Council meeting on 29 June 2022 for determination.

### **3. CURRENT SITUATION**

#### **3.1 Sub Committees/Working Groups**

- 3.1.1 Appendix A to the report details the Council's current sub committees. Please note that in accordance with Standing Order 47.10, the respective parent committee will set the membership of the sub committee.

- 3.1.2 Appendix B to the report details working groups and sets out the current representatives required and any additional information which affects the Council's appointments. Working groups have no delegated powers and support the Council for any function deemed necessary and it is proposed that the Council be supported by the working groups as detailed in Appendix B. The Council is asked to approve the membership number for each working group as detailed in Appendix B; set a composition for each and appoint members on the basis that names can be provided to the Chief Officer - Governance after the meeting and that he be authorised to finalise membership where required.

#### **3.2 Joint Committees/Partnerships**

- 3.2.1 Appendix C details other joint committees and partnerships and sets out the current representatives required and any additional information which affects the Council's appointments. The Council is asked to set a political composition for each and appoint members on the basis that names can be provided to the Chief Officer - Governance after the meeting and that he be authorised to finalise membership where required.

#### **3.3 Appointment Panel**

- 3.3.1 The Council is requested to re-establish the Appointment Panel of elected members which is responsible for the appointment of Chief Officers in terms of Appendix 3 to the Council's Standing Orders. The Appointment Panel previously comprised 9 elected members and is chaired by the Convener of the City Growth and Resources Committee, unless otherwise agreed by the Members on the Appointment Panel.

#### **3.4 Appointments to Outside Bodies**

- 3.4.1 The Council is requested to consider making appointments or nominations to the small number of outside bodies listed within Appendix D, noting that all other outside body appointments or nominations will be reported to the Council meeting on 29 June 2022 for determination.

- 3.4.2 A review of outside bodies was undertaken in 2021 and reported to Council in December 2021, alongside the updated policy which set the criteria on which Aberdeen City Council will appoint or nominate Elected Members to Outside

Bodies, as well as guidance on Elected Members' roles and responsibilities once appointed; and this policy was approved.

### 3.5 Possible Compositions

3.5.1 The table below provides examples of potential compositions for the Council's appointments to working groups, joint committees/partnerships and outside bodies. This is not an exact exercise in proportionality because of the varying number of members on each body. This report treats each group/body individually and the principles agreed by the Council would be applied to each group on an individual basis.

<b>Number of Members</b>	<b>Possible Composition</b> (based on the following order - SNP, Labour, Conservative, Liberal Democrat and Independents)
1	1
2	1+1
3	2+1 or 1+1+1
4	1+1+1+1
5	2+1+1+1 or 1+1+1+1+1
6	2+1+1+1+1 or 3+1+1+1
7	3+1+1+1+1
8	3+2+1+1+1 or 4+2+1+1
9	4+2+1+1+1

## 4. FINANCIAL IMPLICATIONS

4.1 There are no financial implications arising from the recommendations of the report.

## 5. LEGAL IMPLICATIONS

5.1 Approval of the recommendations will assist the Council in fulfilling its statutory functions. Failure by the Council to appoint or nominate to bodies listed may prevent such bodies being able to function.

## 6. ENVIRONMENTAL IMPLICATIONS

6.1 There are no direct environmental implications arising from the recommendations of this report.

## 7. RISK

7.1 The assessment of risk contained within the table below is considered to be consistent with the Council's Risk Appetite Statement.

<b>Category</b>	<b>Risks</b>	<b>Primary Controls/Control Actions to achieve Target Risk Level</b>	<b>*Target Risk Level (L, M or H)</b>  <small>*taking into account controls/control actions</small>	<b>*Does Target Risk Level Match Appetite Set?</b>
<b>Strategic Risk</b>	No significant risks identified	N/A	N/A	N/A
<b>Compliance</b>	Council must comply with legislation and the Scheme of Governance	The recommendations comply with statutory obligations and the Scheme of Governance	L	Yes
<b>Operational</b>	No significant risks identified	N/A	N/A	N/A
<b>Financial</b>	No significant risks identified	N/A	N/A	N/A
<b>Reputational</b>	No significant risks identified	N/A	N/A	N/A
<b>Environment / Climate</b>	No significant risks identified	N/A	N/A	N/A

## 8. OUTCOMES

The proposals in this report have no impact on the Council Delivery Plan.

## 9. IMPACT ASSESSMENTS

<b>Assessment</b>	<b>Outcome</b>
<b>Integrated Impact Assessment</b>	Full impact assessment not required
<b>Data Protection Impact Assessment</b>	Not required

## 10. BACKGROUND PAPERS

None

## 11. APPENDICES

Appendix A - List of Sub Committees

Appendix B - List of Working Groups

Appendix C - List of Joint Committees/Partnerships

Appendix D - List of Outside Bodies

## 12. REPORT AUTHOR CONTACT DETAILS

<b>Name</b>	Martyn Orchard
<b>Title</b>	Committee Lead
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<b>Tel</b>	01224 523097

## Appendix A - List of Sub Committees

Sub Committee	Number of Members Previously Appointed	Relevant Committee	Specific requirements
Appeals Sub Committee	5	Staff Governance Committee	No fixed membership. Members must be members of the Staff Governance Committee
Business Rates Appeals Sub Committee	5 (and 5 substitute members)	City Growth and Resources Committee	
Community Asset Transfer Review Sub Committee	5 (and 5 substitute members)	City Growth and Resources Committee	
Licensing Sub Committee	5	Licensing Committee	



## Appendix B - List of Working Groups

Working Group	Number of Council Representatives Previously Appointed	Relevant Committee	Specific Requirements or relevant information
Conservation Area Regeneration Scheme Project Board	2	Operational Delivery Committee	
Disability Equity Partnership	5	Operational Delivery Committee	
Governance Reference Group (GRG)	7	City Growth and Resources Committee	The GRG has previously contributed to the establishment and annual review of the Council's Scheme of Governance.
School Estate Strategy Working Group	3	Education Operational Delivery Committee	
Taxi and Private Hire Car Consultation Group	5	Licensing Committee	

### Appendix C - List of Joint Committees/Partnerships

Joint Committee/Partnership/ Body	Number of Council Representatives Previously Appointed	Specific Requirements or relevant information
Area Support Team (Aberdeen City Children's Panel)	1	
IJB Clinical and Care Governance Committee	2	Members of the IJB
Community Planning Aberdeen Board	Council Leader (Chairperson) and 3 members	
Fairer Aberdeen Fund Board	4	
Grampian Valuation Joint Board	6 members and 6 substitutes	
NESTRANS	4 members and 4 substitutes	
IJB Risk, Audit and Performance Committee	2	Members of the IJB
Strategic Development Planning Authority	6 members and 6 substitutes	

## Appendix D - List of Outside Bodies

Body	Council Representatives Required	Other information/ Nature of Appointment
Aberdeen Heat and Power	2	Director
Aberdeen Performing Arts	4	Director
Aberdeen Sports Village	2	Director
COSLA Convention	5	<p>The COSLA constitution requires that the delegation must reflect the balance of party-political representation within the Council.</p> <p>There is a COSLA Leaders meeting on 27 May 2022.</p> <p>The next meeting of the COSLA Convention is on 17 June 2022, where the President and Vice President for the new administrative team will be appointed. The deadline for nominations (which can only be made by Convention delegates) is 27 May 2022.</p>
Institute for Deaf and Dumb in Aberdeen	2 (Lord Provost plus a senior councillor) plus 2 nominees from the education authority (who could be councillors or officers)	<p>Representatives of Burnett &amp; Reid LLP have been in touch seeking nominees from the Council in order to wind up this historical trust.</p> <p>The trust has been lying dormant for some time but cannot be wound up without ACC involvement as it is a requirement of the Trust deed.</p> <p>The trust has no liabilities, and the remaining funds are to be transferred to ACC for agreed purposes.</p>
NHS Grampian Board	1	Non-Executive Board Member - this is a remunerated position.

<b>Body</b>	<b>Council Representatives Required</b>	<b>Other information/ Nature of Appointment</b>
Opportunity North East (ONE)	1 plus 1 reserve	Previously Leader of the Council
Scotland Excel Joint Committee	2 plus 2 substitutes	Centre for Procurement Expertise for Local Government.  Next meeting is on 17 June 2022.
Sport Aberdeen	1	Co-optee to the Board