

Committee Audit and Risk Management Committee	Dated: 12 May 2023
Appointment to Sub-Committees	Public
Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly?	3, 8 and 10
Does this proposal require extra revenue and/or capital spending?	N
If so, how much?	N/A
What is the source of Funding?	N/A
Has this Funding Source been agreed with the Chamberlain's Department?	N/A
Report of: Deputy Town Clerk	For Decision
Report author: Ben Dunleavy, Governance Officer	

Summary

This report asks the Audit and Risk Management Committee to appoint the Nominations and Effectiveness Sub-Committee and approve its composition and Terms of Reference; and to appoint one Member to serve on the Resource, Risk and Estates Committee of the Police Authority Board.

Recommendations

The Committee is asked to:

1. agree the appointment of the Nominations and Effectiveness Sub-Committee, and consider its composition and Terms of Reference; and,
2. appoint one Member to the Resource, Risk and Estates Committee of the Police Authority Board.

Main Report

1. The purpose of this report is to consider the appointment of the Nominations and Effectiveness Sub Committee for 2023/24 and to approve its composition and Terms of Reference. Additionally, the Audit and Risk Management Committee is asked to appoint one of its Members to serve on the Resource, Risk and Estates Committee of the Police Authority Board.

Nominations and Effectiveness Sub-Committee

2. At your Committee on 16 January 2018, Members agreed to establish a Nominations Sub-Committee. The composition of the Sub-Committee was amended at the May 2022 meeting to include both Deputy Chair roles as members.
3. The Sub-Committee was renamed the Nominations and Effectiveness Committee in January 2023, and its terms of reference revised, to give it a clearer remit over reviewing the effectiveness of the Committee and its members (see background reports). The current composition and Terms of Reference are included at Appendix 1.
4. Sub Committee meetings are arranged as and when required, including for the purposes of reviewing applications and interviewing candidates, with the terms of reference stating that it must meet no less than two times a year.
5. The Sub-Committee does not currently have defined quorum rules, and is thus subject to Standing Order 27.2 ('The quorum for a Sub-Committee shall be any three of its Members, unless otherwise specified by the appointing Committee or the Court'). Members may wish to consider whether this should be revised to specify that at least one External Member must be present for the Sub-Committee to be quorate.

Resource, Risk and Estates Committee of the Police Authority Board

6. The Committee appoints one Member to serve on the Resource, Risk and Estates Committee of the Police Authority Board. Members have been asked to indicate whether they wish to serve on this Sub-Committee. The current terms of reference and composition of the Resource, Risk and Estates Committee are listed at Appendix 2, along with the meeting dates for the next civic year.

Corporate & Strategic Implications

7. The recommendations in this report relate to the following outcomes of the Corporate Plan:
 - 3. People have equal opportunities to enrich their lives and reach their full potential
 - 8. We have access to the skills and talent we need
 - 10. We inspire enterprise, excellence, creativity and collaboration.

Conclusion

8. Members are asked to note the contents of this report and consider the appointments, composition and Terms of Reference as set out in the recommendations and appendices.

Appendices

- Appendix 1 – Terms of Reference and Composition of the Nominations and Effectiveness Sub-Committee of the Audit and Risk Management Committee
- Appendix 2 – Terms of Reference and Composition of the Resource, Risk and Estates Committee of the Audit and Risk Management Committee

Background Papers

- 'Terms of reference review', report of the Town Clerk to the Audit and Risk Management, 16 January 2023

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