

# The City of Edinburgh Council

10.00am, Thursday 19 May 2022

## Appointment of Members to Committees, Boards and Joint Boards

Item number	
Executive/routine	Executive
Wards	All
Council Commitments	

### 1. Recommendations

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The Council is asked:

- 1.1 To specify its appointments to the following positions for 2022/23:
  - 1.1.1 The Leader and Depute Leader of the Council;
  - 1.1.2 Conveners and Vice Conveners of the Executive Committees and other Committees of the Council;
  - 1.1.3 Members of the Executive Committees and other Committees of the Council;
  - 1.1.4 Members of the Integration Joint Board and Joint Committees;
  - 1.1.5 The Convener of the Integration Joint Board;
  - 1.1.6 Members of the Lothian Valuation Joint Board;
  - 1.1.7 Members of the Licensing Board; and
  - 1.1.8 5 Bailies.
- 1.2 To determine Senior Councillor Allowances.
- 1.3 To agree added members of the Education, Children and Families Committee.

**Richard Carr**

Interim Executive Director of Corporate Services

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## Appointment of Members to Committees, Boards and Joint Boards

### 2. Executive Summary

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- 2.1 Standing Order 1.2 States that at the first meeting after the election, the Council will:
- Appoint the Lord Provost of the Council
  - Appoint the Depute Convener of the Council
  - Appoint the Leader and Depute Leader of the Council
  - Appoint members of the Committees of the Council and their Conveners and Vice Conveners
  - Appoint members of the Joint Committees and Joint Boards
  - Appoint members of the Licensing Board
  - Appoint representatives to other bodies as the Council may decide to appoint.
- 2.2 The Election of the Lord Provost and Depute Convener is dealt with elsewhere on the agenda for this meeting, as are appointments to outside organisations.
- 2.3 The Committee Terms of Reference and Delegated Functions specify that committee membership will be proportionate to the elected representation of political parties, unless expressly agreed otherwise at a meeting of the full Council.
- 2.4 The Council is invited to appoint members to Committees of the Council, Boards and Joint Boards.
- 2.5 The Council is also invited to appoint 5 Bailies to support the civic role of the Lord Provost, one from each of the parties represented on the Council.

### 3. Main report

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- 3.1 The Council is invited to specify its appointments to the following positions for 2022/2023:
- The Leader and Depute Leader of the Council;

- Conveners and Vice Conveners of the Executive Committees and other Committees of the Council (Appendix 1 details the list of Committees);
- Members of the Executive Committees and other Committees of the Council (Appendix 1 details the list of Committees with the number of members to be appointed based on the political balance of the full Council);
- Members of the Licensing Board, Joint Committees and Joint Boards that the Council should appoint (see paragraphs 3.9 - 3.14 below) (Appendix 2 details the number of members to be appointed based on the political balance of the full Council);
- The Convener of the Integration Joint Board; and
- 5 Bailies to support the civic role of the Lord Provost, one from each of the parties represented on the Council.

### **Education, Children and Families Committee.**

- 3.2 Legislation requires the Council to appoint one representative from each of the Church of Scotland and the Roman Catholic Church to serve as full committee members. The Roman Catholic Church nominee will be reported once received.
- 3.3 The Council is also required to appoint a third outside representative, taking account of the comparative strength of churches and denominational bodies within the city. This is currently the subject of public advertisement, and the outcome will be reported as soon as possible.
- 3.4 A parent representative (non voting) will be nominated in the future.

### **Planning Committee/Development Management Sub-Committee/Local Review Bodies and the Regulatory Committee/Licensing Sub-Committee**

- 3.5 Committee Terms of Reference provides that the membership of the Planning Committee shall be 11 members and the Regulatory Committee shall be 9 members.
- 3.6 By custom and practice, the 11 members of the Planning Committee have comprised the Development Management Sub-Committee and the 9 members of the Regulatory Committee have comprised the Licensing Sub-Committee.
- 3.7 The Council is also required to appoint a Local Review Body as a committee of the Council to fulfil the Council's obligations as planning authority for the conduct of reviews of decisions taken by the appointed officer on local developments.
- 3.8 Members appointed to the Planning and Regulatory Committees for the first time are expected to attend training before they attend their first meeting. Training has been arranged on:
- Planning Committee Training Session 1 – 30 May 2022 (10.00 – 13.00)
  - Planning Committee Training Session 2 – 31 May 2022 (14.00 – 17.00)
  - Planning Committee Training Session 3 – 1 June 2022 (10.00 – 13.00)
  - Planning Committee Training Session 4 - 1 June 2022 (14.00 – 17.00)

- Planning Committee Training Session 5 – 7 June 2022 (14.00 – 17.00)
- Regulatory Committee Training 7 June 2022 (16:00 – 18:00)

### **Joint Committees and Joint Boards, the Licensing Board, SEStran**

- 3.9 Standing Order 1.2 requires the appointment of members of Joint Boards and Joint Committees.
- 3.10 The legislation relating to the Lothian Valuation Joint Board provides for the members first appointed to it to hold office for the life of the Council.
- 3.11 If there is to be any change in the Council's membership of this Joint Board, the co-operation of existing members is required by their resigning from the Board. New appointments cannot be made until a letter of resignation is received.
- 3.12 Members of the Lothian Valuation Joint Board are also appointed to the Lothian Electoral Joint Committee, in terms of the 1996 Minute of Agreement.
- 3.13 The Council is therefore invited to appoint members to this Joint Board.
- 3.14 In terms of the Integration Scheme, the Council and NHS Lothian share the appointments of Convener and Vice-Convener of the Integration Joint Board. The Council currently holds the position of Convener and is asked to appoint to this.

### **Licensing Board**

- 3.15 Under licensing legislation, a Licensing Board is to consist of such number (being not fewer than 5 and not more than 10) of members as may be determined by the Council.
- 3.16 The Licensing (Scotland) Act 2005 states that any member appointed to the Licensing Board cannot take their place on the Board until they have completed an external training course and passed an examination.

Training has been arranged as follows:

- Licensing Board Training (Liquor) Session 1 – 13 June 2022 (10.00 – 17.00)
  - Licensing Board Training (Gambling and Liquor Licensing Law) Session 2 – 16 June (14.00 – 16.00)
- 3.17 A Councillor who is a premises licence holder, or the employee of a premises licence holder and works as such in licensed premises, whether alone or in partnership with another person engaged in the business of producing or selling alcohol, or a director or other officer of a company so engaged or an employee of any person so engaged and working as such in that business, shall not act as a member of a Licensing Board for any purpose under the Act.

### **South East of Scotland Regional Transport Partnership (SEStran)**

- 3.18 The Council will appoint members to outside bodies elsewhere on the agenda to this meeting. However, the statutory instrument which established the South East of Scotland Regional Transport Partnership (SEStran) require the Council to appoint members to this body at its first meeting after the election.

- 3.19 SEStran is one of 7 Regional Transport Partnerships in Scotland which aims to address the transportation issues within the area and work towards a more sustainable and efficient transport network.

### **Senior Councillor Allowances**

- 3.20 When specifying appointments, the Council can appoint Senior Councillors (maximum 24) within a maximum budget set out in the Local Governance (Scotland) Act 2004 (remuneration). The roles and amounts as per the position in April 2022 are set out in appendix 3.

## **4. Next Steps**

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- 4.1 Training will be provided to members as necessary.

## **5. Financial impact**

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- 5.1 The Council can appoint Councillors to roles which qualify for a special responsibility allowance within a maximum budget set out in the Local Governance (Scotland) Act 2004 (remuneration). The roles and amounts as per the position in April 2022 are set out in appendix 3.

## **6. Stakeholder/Community Impact**

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- 6.1 All Joint Committees, Joint Boards and Partnerships are aware of the appointments process.

## **7. Background reading/external references**

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- 7.1 None

## **8. Appendices**

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- 8.1 Appendix 1 - List of Committees with the number of members to be appointed based on the political balance of the full Council.
- 8.2 Appendix 2 - The number of members to be appointed to the Licensing Board, Joint Committees and Joint Boards based on the political balance of the full Council
- 8.3 Appendix 3 – Senior Councillor Allowances

## APPENDIX 1

### APPOINTMENTS 2022/23

#### MEMBERSHIP OF COMMITTEES

##### EXECUTIVE COMMITTEES

##### **Policy and Sustainability Committee – 17 Members (including Leader of the Council (Convener) and Depute Leader of the Council (Vice Convener))**

5 Scottish National Party  
4 Labour  
3 Scottish Liberal Democrat  
3 Green  
2 Conservative

##### **Culture and Communities Committee – 11 Members**

3 Scottish National Party  
2 Labour  
2 Scottish Liberal Democrat  
2 Green  
2 Conservative

##### **Education, Children and Families Committee -11 Members**

3 Scottish National Party  
2 Labour  
2 Scottish Liberal Democrat  
2 Green  
2 Conservative

##### **Added Members for Education Matters**

Church of Scotland Representative  
Roman Catholic Representative  
Third Religious Representative  
Parent Representative – non-voting

##### **Finance and Resources Committee – 11 Members**

3 Scottish National Party  
2 Labour  
2 Scottish Liberal Democrat  
2 Green  
2 Conservative

### **Housing, Homelessness and Fair Work Committee – 11 Members**

3 Scottish National Party  
2 Labour  
2 Scottish Liberal Democrat  
2 Green  
2 Conservative

### **Transport and Environment Committee – 11 Members**

3 Scottish National Party  
2 Labour  
2 Scottish Liberal Democrat  
2 Green  
2 Conservative

### **OTHER COMMITTEES**

#### **Governance, Risk and Best Value Committee – 11 Members**

3 Scottish National Party  
2 Labour  
2 Scottish Liberal Democrat  
2 Green  
2 Conservative

Note: The Conveners and Vice Conveners of the following Committees shall not be eligible to serve as members of the Governance, Risk and Best Value Committee:

The Policy and Sustainability Committee;  
The Culture and Communities Committee;  
The Education, Children and Families Committee;  
The Finance and Resources Committee;  
The Housing, Homelessness and Fair Work Committee; and  
The Transport and Environment Committee

#### **Pensions Committee – 5 Members**

(plus 2 external members representing the employers and the members in the pension funds)

1 Scottish National Party  
1 Labour  
1 Scottish Liberal Democrat  
1 Green  
1 Conservative

#### **External Members**

John Anzani  
Richard Lamont

### **Planning Committee/Development Management Sub-Committee – 11 Members**

3 Scottish National Party  
2 Labour  
2 Scottish Liberal Democrat  
2 Green  
2 Conservative

### **Planning Local Review Body – 10 Members**

Any five members who are also members of the Planning Committee but not the Convener of the Planning Committee.

**Panel 1** (5 members)

**Panel 2** (5 members)

### **Regulatory Committee/Licensing Sub-Committee – 9 Members**

3 Scottish National Party  
2 Labour  
2 Scottish Liberal Democrat  
1 Green  
1 Conservative

### **Leadership Advisory Panel – 5 Members**

(plus 3 statutory representatives, appointed by the Education, Children and Families Committee when considering education business)

A group leader from each of the 5 groups

## **ADMINISTRATION OF TRUST FUNDS**

### **Committee on the Jean F Watson Bequest – 8 Members**

(plus one nominee of Friends of the City Arts Centre and two nominees of Executive Director of Corporate Services)

2 Scottish National Party  
2 Labour  
2 Scottish Liberal Democrat  
1 Green  
1 Conservative



## **REVIEWS AND APPEALS**

### **Committee on Discretionary Rating Relief Appeals – 5 Members**

- 1 Scottish National Party
- 1 Labour
- 1 Scottish Liberal Democrat
- 1 Green
- 1 Conservative

### **Personnel Appeals Committee - 9 Members**

- 3 Scottish National Party
- 2 Labour
- 2 Scottish Liberal Democrat
- 1 Green
- 1 Conservative

### **Committee on Pupil and Student Support – 5 Members**

(plus one religious representative)

- 1 Scottish National Party
- 1 Labour
- 1 Scottish Liberal Democrat
- 1 Green
- 1 Conservative

### **Placing in Schools Appeals Committee**

3 persons drawn from three Panels as described in Committee Terms of Reference and Delegated Functions number 17

Panel 1 – All members of Council and religious and teacher representatives on the Education, Children and Families Committee

### **Recruitment Committee – 7 Members**

- Leader of Council (Convener)
- Depute Leader of the Council
- Convener of the Finance and Resources Committee
- Appropriate Executive Committee Convener
- Relevant opposition spokespersons (or nominees)

## APPENDIX 2

### APPOINTMENTS 2022/23

#### JOINT COMMITTEES AND BOARDS, THE LICENSING BOARD

##### **Lothian Valuation Joint Board/Lothian Electoral Joint Committee – 9 Members**

3 Scottish National Party  
2 Labour  
2 Scottish Liberal Democrat  
1 Green  
1 Conservative

##### **Licensing Board – (up to) 10 members**

3 Scottish National Party  
2 Labour  
2 Scottish Liberal Democrat  
2 Green  
1 Conservative

##### **Integration Joint Board – 5 Members**

1 Scottish National Party  
1 Labour  
1 Scottish Liberal Democrat  
1 Green  
1 Conservative

##### **Edinburgh and South East of Scotland City Region Deal Joint Committee**

The Council Leader

##### **SEStran (South East of Scotland Regional Transport Partnership)– 5 Members**

1 Scottish National Party  
1 Labour  
1 Scottish Liberal Democrat  
1 Green  
1 Conservative

##### **SESPlan Joint Committee (South East Scotland Regional Joint Committee – Planning) – 2 Members**

**Pentland Hills Regional Park Joint Committee – 3 Members**

**Pentland Hills Regional Park Consultative Forum – 2 Members**

**APPENDIX 3**  
**APPOINTMENTS MAY 2022**  
**SENIOR COUNCILLOR REMUNERATION**

<b>No.</b>	<b>Role</b>	<b>Pay - Percentage</b>	<b>Salary (as at 1 April 2022)</b>	<b>Councillor</b>
1	Leader of the Council	Set by statute	£58,719	
2	Lord Provost	Set by statute	£44,039	
3	Depute Leader of the Council	75% (of leader's pay)	£44,039	
4	Depute Convener	50%	£29,360	
5	Convener – Culture and Communities	62.5%	£36,699	
6	Convener – Transport and Environment	62.5%	£36,699	
7	Convener – Housing and Economy	62.5%	£36,699	
8	Convener – Education, Children and Families	62.5%	£36,699	
9	Convener – Finance and Resources	62.5%	£36,699	
10	Vice-Convener – Culture and Communities	50%	£29,360	
11	Vice-Convener – Transport and Environment	50%	£29,360	
12	Vice-Convener – Housing and Economy	50%	£29,360	
13	Vice-Convener – Education, Children and Families	50%	£29,360	

14	Vice-Convenor – Finance and Resources	50%	£29,360	
15	Convenor - GRBV	50%	£29,360	
16	Licensing Board Convenor	62.5%	£36,699	
17	Opposition Group Leader	50%	£29,360	
18	Opposition Group Leader	50%	£29,360	
19	Opposition Group Leader	50%	£29,360	
20	Planning Convenor	62.5%	£36,699	
21	Regulatory Convenor	62.5%	£36,699	
22	Convenor or Vice-Convenor of Integration Joint Board	62.5%	£36,699	
23	Vice-Convenor - Planning	50%	£29,360	
24	Vice-Convenor – Regulatory Committee	50%	£29,360	
25				
26				
Total			£726,650	Does not include Leader of the Council or Lord Provost
Maximum			£763,323	Does not include Leader of the Council or Lord Provost
27	LVJB - Convenor	Set by statute	£24,467	