

5. APPOINTMENT OF FIXED TERM MEMBERS OF COMMITTEES AND SUB-COMMITTEES

For expediency where the Council is not able to make appointments to Committees and Sub-Committees, The Head of Paid Service (or an Officer authorised by the Head of Paid Service to act on his or her behalf) will appoint Councillors to Overview and Scrutiny, Regulatory and other Committees and Sub-Committees in accordance with nominations made to him or her in writing by the appropriate Group Leader, Deputy Group Leader or Group Whip.

The nomination must state that it is the Group's wish that the nominated Councillor sit on the Committee or Sub-Committee

- for that meeting only after which the original member will automatically be re-appointed to the committee or sub-committee or
- for a specified period after which the original member will automatically be re-appointed to the committee or sub-committee or
- until further notice in which case if the originally appointed Councillor is to return to the committee or, sub-committee, he/she will be reappointed by nomination to the Head of Paid Service in accordance with this Rule.

To be valid a nomination in accordance with this paragraph 5 must be in the possession of the Head of Paid Service, or an officer authorised by the Head of Paid Service to act on his/her behalf, before the start of the meeting to which the nomination relates.

Substitution Rules:

a) Substitution is for the entire meeting.

b) There cannot be "replacement Members" for Executive Councillors at meetings of the Executive.

c) Except in the case of the Executive, where no substitutes are permitted, and the Health and Wellbeing Board, which operates by its own substitution policy, a Substitute Member may take the place of a Member who is unable to attend a Committee or Sub-Committee of the Council.

d) An Executive Councillor shall not be permitted to be appointed as a substitute to any Scrutiny Committee's, Sub-Committee's or Scrutiny Panels.

e) Executive Support Councillors shall not be permitted to be appointed as a substitute to any Scrutiny Committee or Sub-Committee relating to their portfolio area, and any Scrutiny Panel when it is conducting a review relating to their portfolio area.

- f) Notice of an intended substitution along with the relevant notice to the Chief Executive as proper Officer must be delivered to Democratic Services prior to the commencement of the meeting and must confirm the name of the Councillor acting as the substitute.
- g) Substitute Members will have the same powers and duties as other Members of the Committee.
- h) ~~It is not recommended~~The Head of Paid Service shall not appoint to ~~that~~ Substitute Members are appointed to the Planning and Regulation Committee, Definitive Map and Statement of Public Rights of Way Sub-Committee, Pensions Committee or Audit Committee any councillor nominated under this rule –unless they have undertaken the current prescribed up to date relevant training for the Committee they have been nominated . ~~The Head of Paid Service will not be required to and shall not appoint to the Planning and Regulation Committee, Definitive Map and Statement of Public Rights of Way Sub-Committee or Pensions Committee or Audit Committee any Councillor nominated in accordance with this rule unless that Councillor has undergone the relevant training. For the purpose of this rule, Earlier t~~training will be considered to have expired two months after the quadrennial election to the County Council, and only members who have received training after the said election may be appointed to the above bodies.