

## RIBBLE VALLEY BOROUGH COUNCIL REPORT TO PERSONNEL COMMITTEE

meeting date: WEDNESDAY, 7 JUNE 2023  
 title: APPOINTMENT TO WORKING GROUPS 2023/24  
 submitted by: MARSHAL SCOTT – CHIEF EXECUTIVE  
 principal author: JENNY MARTIN

### 1 PURPOSE

1.1 To appoint members to any working groups under the remit of the Personnel committee and their membership.

1.2 Relevance to the Council's ambitions and priorities:

- Community Objectives – to be a well managed Council providing effective services.
- Corporate Priorities – to protect and enhance the existing environmental quality of our area: to help make people's lives healthier and safer.
- Other Considerations – to work in partnership with other bodies in pursuit of the Council's aims and objectives.

### 2 BACKGROUND

2.1 Working groups are set up by a parent committee to aid them in reaching a decision on specific aspects of their remit. Working groups have no powers and decisions are always made ultimately by the parent committee.

2.2 Working groups are made up of members from the parent committee.

### 3 ISSUES

3.1 The following working group comes under the remit of the Personnel committee and is an active working group. The membership of this working group for 2023/24 needs to be decided and committee may wish to consider if numbers need reviewing to approximate political balance on the Council.

Human Resources working group	2022/23 membership – 4 Conservatives, 1 Independent + 1 Liberal Democrat
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3.2 Working groups meet when there is a need to move an issue forward. For some this is on an annual basis and for others it can be as often as monthly.

3.3 Agendas, reports and minutes are done by the officers that serve on the working group. The minutes of each meeting are reported back to the parent committee once approved by the working group so that they are kept informed of progress.

## 4 RISK ASSESSMENT

4.1 The approval of this report may have the following implications:

- Resources – the costs associated with working groups is included in the budget for 2023/24.
- Technical, Environmental and Legal – no implications identified
- Political – No implications identified.
- Reputation – No implications identified.
- Equality & Diversity – No implications identified.

## 5 **RECOMMENDED THAT**

5.1 Committee approve the continuance of the working group under the remit of this committee as suggested and decide upon its membership.

Marshal Scott  
CHIEF EXECUTIVE

Jenny Martin  
Democratic Services Officer