

## REPORT OF ADMINISTRATION & DEMOCRATIC SERVICES MANAGER

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### **SUBJECT: COMMITTEE MEMBERSHIP**

#### Purpose of report

To confirm membership of the Authority's:

- (i) Investigating and Disciplinary Committee;
- (ii) Grievance Committee;
- (iii) Appeals Committee, and
- (iv) Continuous Improvement Group.

#### Background

Members will recall that, at the Annual General Meeting held on the 11<sup>th</sup> June 2014, it was reported that consideration of the membership of the Investigating and Disciplinary Committee, Grievance Committee and Appeals Committee would be confirmed once the Chairs and Deputy Chairs of the Authority and other relevant Committees had been appointed.

In addition, it has been realised that the composition of the Continuous Improvement Group, which was confirmed at the Annual General Meeting, is made up of the Chairs of the Authority and the three Review Committees, which have now been superseded by two (Audit and Corporate Services Review Committee and Operational Review Committee). It is, therefore, necessary to look at the composition of this Group again.

#### Committee composition

The necessary appointments have now taken place therefore it is recommended that the composition of the under-mentioned Committees be as follows:

##### Investigating and Disciplinary Committee

Councillor M James, Chair, National Park Authority  
Mr A Archer, Deputy Chair, Audit and Corporate Services Review Committee  
Ms C Gwyther  
Councillor P Harries  
Councillor R Owens

##### Grievance Committee

Councillor M Williams, Chair, Audit and Corporate Services Review Committee  
Councillor RM Lewis, Deputy Chair, Development Management Committee  
Mr D Ellis  
Mrs M Thomas  
Councillor A Wilcox

### Appeals Committee

Mrs G Hayward, Chair of Development Management Committee  
Mr AE Sangster, Deputy Chair, National Park Authority  
Councillor Mrs Lyn Jenkins  
Councillor PJ Morgan  
Councillor D Rees

### Continuous Improvement Group

It is recommended that the above-mentioned Group comprise the following Members:

Chair, National Park Authority  
Chair, Audit and Corporate Services Review Committee  
Chair, Operational Review Committee  
Chair, Development Management Committee

### Financial considerations

The only cost to the Authority will be in relation to travel expenses paid to Members if the Committees/Group are required to meet.

### Compliance

The proposal complies with Outcome 8 of the Corporate Strategy: The Authority is recognised as meeting good practice standards in terms of governance, providing value for money and listening to the views of residents, visitors and partners.

### **RECOMMENDATION:**

**That Members confirm the membership of the Investigating and Disciplinary Committee, Grievance Committee, Appeals Committee and Continuous Improvement Group as set out in the report.**

### Background papers:

Report to Authority Annual General Meeting: 11<sup>th</sup> June 2014

*(For further information, please contact Janet Evans, Administration & Democratic Services Manager on extension 4834, or by e-mailing [janete@pembrokeshirecoast.org.uk](mailto:janete@pembrokeshirecoast.org.uk))*