

REPORT TO:		Cabinet	
DATE:		24 June 2026	
PORTFOLIO:		Councillor Munsif Dad BEM JP – Leader of the Council	
REPORT AUTHOR:		Julian Joinson, Member Services Manager	
TITLE OF REPORT:		Appointment of Cabinet Committees and Cabinet Groups 2026/27	
EXEMPT REPORT (Local Government Act 1972, Schedule 12A)	No	Not applicable	
KEY DECISION:	No	If yes, date of publication:	N/A

1. **Purpose of Report**

- 1.1 To confirm the establishment of Cabinet Committees and Cabinet Groups for the 2026/27 Municipal Year and to appoint members to the Committees and Groups.

2. **Recommendations**

- 2.1 That Cabinet agrees to the establishment of the Cabinet Committees and Cabinet Groups, as set out in paragraph 3.8, and with the terms of reference, as set out in Appendix 1 to this report;
- 2.2 That the membership of the Cabinet Committees and Cabinet Groups, as set out in paragraph 3.8, or as notified at the meeting, be approved.
- 2.3 In the event that any nominations to the bodies agreed at (1) above are not available in time for the Cabinet meeting, to delegate authority to the Chief Executive to approve any subsequent political group nominations received, following consultation with the leader of the political group concerned.

3. **Reasons for Recommendations and Background**

- 3.1 In June 2015, Cabinet established the Cabinet Committee (Scrap Metal Dealers Act 2013). The Cabinet Committee determines whether to grant, renew, revoke or vary scrap metal licences pursuant to the Scrap Metal Dealers Act 2013, where the applicant or licensee (as the case may be) has informed the Council that they wish to make oral representations. Meetings take place only as and when required, but this body is needed to enable compliance with statutory requirements.

- 3.2 In December 2017, Cabinet established the Cabinet Committee (Street Naming). The Cabinet Committee meets from time to time and discharges the Council’s functions in respect of the naming and renaming of streets pursuant to Sections 17 and 18 Public Health Act 1925.
- 3.3 In June 2012, Cabinet established the Cabinet Waste and Recycling Group. The body acts in an advisory capacity to Cabinet and does not have any delegated or decision-making powers. This Group meets infrequently, but provides oversight of certain aspects of the Council’s Waste Services.
- 3.4 On 21st September 2022, Cabinet established the Net Zero Working Group. The Working Group’s remit is to support the work of Cabinet in addressing climate change, but it does not have any delegated or decision-making powers. The Group is currently active, but meets infrequently. It is proposed to amend the name of the group to the Sustainability Working Group, to more closely reflect the wider aims of environmental sustainability and to align this body with a named area of responsibility set out in the Leader of the Council’s portfolio. Save for the change of name, the terms of reference of the Working Group would remain unchanged.
- 3.5 On 18th September 2025, Cabinet established the Cabinet Action Fund Working Group. The group’s remit is to evaluate applications for funding from the Cabinet Action Fund and to make recommendations to the Leader of the Council and Executive Director (Resources) for the payment of any grant. The delegated authority to make any payment rests with the Executive Director (Resources), following the aforementioned consultations.
- 3.6 For 2026/27, it is also proposed that a review of the terms of reference of the Economic Policy Forum take place to ensure that this is closely aligning to the business area of responsibility within the Leader of the Council’s portfolio. This body is not currently a formally constituted Cabinet group. Discussions will be held on this proposal and a further report may be provided at a later date.
- 3.7 It is proposed that the bodies set out in Table 1 (at Paragraph 3.8 below) continue into 2026/27, with the membership as shown in column 2 thereof. The terms of reference for those bodies are included in the report at Appendix 1. Some minor amendments are suggested to the terms of reference of the Cabinet Committee (Street Naming) and the Cabinet Waste and Recycling Group to take into account the existence of two Main Opposition groups (and these changes are highlighted in the appendix).
- 3.8 The formal Committees must only comprise councillors who are Cabinet Members, whereas Working Groups may comprise both Cabinet and non-executive councillors.

Table 1

Committees	
Cabinet Committee (Scrap Metal Dealers Act 2013)	Councillor TBC (Chair) Councillors Vanessa Alexander and Melissa Fisher (+ 1 Labour vacancy)

Cabinet Committee (Street Naming)	Councillor TBC (Chair) Councillors Melissa Fisher and Clare Pritchard (+ 1 Labour vacancy) (+1 Conservative and +1 Reform UK vacancy - both attending as observers)
Working Groups	
Cabinet Waste and Recycling Group	Councillor TBC (Chair) Councillors Munsif Dad (+ 2 Labour vacancies) (+1 Conservative and +1 Reform UK vacancy)
Sustainability Working Group (formerly Net Zero)	Councillor TBC (Chair) Councillors Steve Button and Ethan Rawcliffe (+1 Labour vacancy)
Cabinet Action Fund Working Group	Councillors Vanessa Alexander and Melissa Fisher (+1 Labour vacancy)

4. **Alternative Options considered and Reasons for Rejection**

- 4.1 None were considered, although the Cabinet can decide to create new or disestablish existing committees or working groups, as it sees fit. It may also decide not to make appointments to any of the approved panels and groups for the time being.

5. **Consultations**

- 5.1 Consultations have taken place with relevant members to determine membership of these bodies.

6. **Implications**

Financial implications (including any future financial commitments for the Council)	None.
Legal and human rights implications	None, other than those discussed in section 3 above.
Assessment of risk	None.
Equality and diversity implications <i>A Customer First Analysis should be completed in relation to policy decisions and should be attached as an appendix to the report.</i>	None identified.

**7. Local Government (Access to Information) Act 1985:
List of Background Papers**

- 7.1 Reports to Cabinet 14th June 2015, 6th December 2017, 21st September 2022 and 18th September 2025.

CABINET COMMITTEE (SCRAP METAL DEALERS ACT 2013)

MEMBERSHIP: 3 Members of Cabinet (with a quorum of 3)

REPORTS TO: Cabinet

TERMS OF REFERENCE

- To determine whether to grant, renew, revoke or vary scrap metal licences pursuant to the Scrap Metal Dealers Act 2013 where the applicant or licensee (as the case may be) has informed the Council that they wish to make oral representations in accordance with paragraphs (7) and (8) of Schedule 1 of that Act
- To discharge the Council's functions under paragraph 8 Schedule 1 of the Scrap Metal Dealers Act 2013.

CABINET COMMITTEE (STREET NAMING)

MEMBERSHIP: 3 Members of Cabinet (with a quorum of 3) and a councillor nominated by each of the Leaders of the two main opposition group may attend as observers

REPORTS TO: Cabinet

TERMS OF REFERENCE

- To discharge the Council's functions in respect of the naming and renaming of streets pursuant to sections 17 and 18 Public Health Act 1925

CABINET WASTE AND RECYCLING GROUP

Membership

Four **Five** Councillors -
Three from the controlling administration;
One from **each of** the main Opposition Groups;

Head of Environmental Services

The chair shall have discretion to invite other officers or Members as required.

Terms of Reference

1. To review current recycling streams and examine opportunities to mix materials and recycle additional waste.
2. To review the types and numbers of recycling containers and opportunities to make the service more attractive to residents
3. To review collection methods and the replacement of collection vehicles
4. To report findings to Cabinet with any recommendations and costed options for improving the service and increasing recycling rates

SUSTAINABILITY ~~NET-ZERO~~ WORKING GROUP

REPORTS TO: Leader and Cabinet

MEMBERSHIP: 3 councillors from the controlling administration

MAIN TERMS OF REFERENCE

- To provide advice and support to the Cabinet in addressing climate change and promoting a green agenda.

DETAILED TERMS OF REFERENCE:

- To consider strategies and policies to address climate change
- To be a consultation mechanism for the Council's initiatives to address climate change and contribute to environmental improvements
- To monitor the progress of climate change and environmental improvement projects and make recommendations for possible new environmental initiatives
- To report to Cabinet on the above and any recommendations arising

CABINET ACTION FUND WORKING GROUP

REPORTS TO: Leader and Executive Director (Resources)

MEMBERSHIP: 3 councillors

MAIN TERMS OF REFERENCE

- To evaluate applications for funding from the Cabinet Action Fund and make recommendations.

DETAILED TERMS OF REFERENCE:

- To receive bids for support under the Cabinet Action Fund throughout the financial year.
- To assess any bids against the aim of supporting voluntary and not for profit organisations to provide voluntary or community activities in the Borough, which deliver a community benefit to particular groups or the community as a whole.
- To make recommendations for the award of funding to the Leader and Executive Director (Resources) for approval and payment.
- To provide regular updates to Cabinet on the level of grants awarded and the community benefits and achievements that have been generated.

SUSTAINABILITY WORKING GROUP

REPORTS TO: Leader and Cabinet

MEMBERSHIP: ? councillors (All Labour or cross party?)

MAIN TERMS OF REFERENCE

- To.....

DETAILED TERMS OF REFERENCE:

- X
- Y
- Z

BUSINESS WORKING GROUP

REPORTS TO: Leader and Cabinet

MEMBERSHIP: ? councillors (All Labour or cross party?)

MAIN TERMS OF REFERENCE

- To.....

DETAILED TERMS OF REFERENCE:

- X
- Y
- Z