

## Article 8 – Regulatory and Other Committees

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#### 8.1 Regulatory and Other Committees

The Council will appoint committees to undertake a variety of regulatory and other functions that are the responsibility of the Council but which do not have to be carried out by the full Council.

The Annual Council meeting will appoint the following Regulatory and other Committees:-

- **The Planning Committee**



The role of the Planning Committee is to be responsible for determining applications and enforcement decisions of the Council in relation to Town and Country Planning and other related matters as set out in Part 3 of the Constitution.

#### **Planning Committee**

Reference should also be made to any Codes of Best Practice and Procedure Rules for planning matters made by the Committee.

#### **Composition**

The Committee shall comprise of elected members (not drawn from Cabinet) to be appointed by full Council. Substitutes can be appointed for any meeting provided that they have had the requisite training for the Committee.

#### **Chair**

The full Council will appoint the Chair and Vice Chair of the Committee. In the absence of the Chair at a meeting of the Committee, the Vice Chair will chair the meeting. In the absence of both the Chair and Vice Chair, the Committee will elect another member of the Committee to chair the meeting.

#### **Quorum**

The Quorum of the Committee will be four members.

#### **Training**

The members of the Committee will be required to undertake appropriate training for their role.

**Functions Delegated to the Planning Committee.**

The functions delegated to Planning Committee are detailed in Part 3 of this Constitution.

- **The Statutory Licensing Committee**



The role of the Statutory Licensing Committee is to be responsible for determining applications and enforcement decisions of the Council in relation to a wide range of licenses, including, regulated entertainment, cinemas and theatres and amusement machines etc (other than those which are by law matters for the Cabinet) and other related matters as set out in Part 3 of the Constitution.

**Statutory Licensing Committee**

Reference should also be made to any Codes of Best Practice and Procedure Rules for licensing matters made by the Committee.

**Composition**

The Committee shall comprise of elected members (not drawn from Cabinet) to be appointed by full Council. Substitutes can be appointed for any meeting provided that they have had the requisite training for the Committee

**Chair**

The full Council will appoint the Chair and Vice Chair of the Committee. In the absence of the Chair at a meeting of the Committee, the Vice Chair will chair the meeting. In the absence of both the Chair and Vice Chair, the Committee will elect another member of the Committee to chair the meeting.

**Quorum**

The Quorum of the Committee will be three members.

**Training**

All members of the Committee shall have received appropriate training Before carrying out any licensing function.

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### Functions Delegated to the Statutory Licensing Committee

The functions delegated to Statutory Licensing Committee are detailed in Part 3 of this Constitution.

- **The Regulatory Committee**



The role of the Regulatory Committee is to be responsible for determining applications and enforcement decisions of the Council in relation to a wide range of licenses, including hackney carriages and private hire vehicles, street and house to house collections and pet shops etc (other than those which are by law matters for the Cabinet) and other related matters as set out in Part 3 of the Constitution.

### Regulatory Committee

Reference should also be made to any Codes of Best Practice and Procedure Rules for regulatory matters made by the Committee.

### Composition

The Committee shall comprise of elected members (not drawn from Cabinet) to be appointed by full Council. Substitutes can be appointed for any meeting provided that they have had the requisite training for the Committee

### Chair

The full Council will appoint the Chair and Vice Chair of the Committee. In the absence of the Chair at a meeting of the Committee, the Vice Chair will chair the meeting. In the absence of both the Chair and Vice Chair, the Committee will elect another member of the Committee to chair the meeting.

### Quorum

The Quorum of the Committee will be three members.

### Training

All members of the Committee shall have received appropriate training before carrying out any licensing function.

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### Functions Delegated to the Regulatory Committee

The functions delegated to Regulatory Committee are detailed in Part 3 of this Constitution.

- **The Audit and Risk Committee**



The Audit and Risk Committee is a key component of the Council’s corporate governance. It provides an independent and high-level focus on the audit, assurance and reporting arrangements that underpin good governance and financial standards.

#### **Audit and Risk Committee**

The purpose of the Audit Committee is to provide independent assurance to Councillors of the adequacy of the risk management framework and the internal control environment. It provides independent review of the governance, risk management and control frameworks and oversees the financial reporting and annual governance processes. It oversees internal audit and external audit, helping to ensure efficient and effective assurance arrangements are in place.

#### **Composition**

The Audit and Risk Committee shall comprise elected members, who must not be Cabinet Members, to be appointed by full Council. The Committee must be politically balanced. There will be no provision for substitute Councillors to attend Committee meetings.

Two Independent Members will also be appointed to the Audit and Risk Committee.

#### **Chair and Vice Chair**

The full Council will appoint the Chair and Vice Chair of the Committee. In the absence of the Chair at a meeting of the Committee, the Vice Chair will chair the meeting. In the absence of both the Chair and Vice Chair, the Committee will elect another member of the Committee to chair the meeting.

#### **Quorum**

The quorum of the Committee will be 3 members.

The members of the Committee will be required to undertake appropriate training for their role.

## ***Article 8 – Regulatory and Other Committees***

### **Functions Delegated to the Audit and Risk Committee**

The functions delegated to Audit and Risk Committee are detailed in Part 3 of this Constitution.

### **The Pensions Committee**

The functions delegated to Pensions Committee are detailed in Part 3 of this Constitution.

### **The Pensions Board**

The functions delegated to Pensions Board are detailed in Part 3 of this Constitution.

### **The Health and Wellbeing Together Board**

The functions delegated to Health and Wellbeing Together Board are detailed in Part 3 of this Constitution.

These Committees will discharge their responsibility for functions in accordance with Part 3 and also in accordance with the Full Council Meetings Procedure Rules set out in Part 4.

### **The Special Appointments Panel**

An appointments panel will carry out functions specified in the Employees Employment Procedure Rules in Part 4.

A Special Appointment Committee will be established on a politically balanced basis and comprise of elected members.

### **Other Committees and Sub-Committees**

- a. The Council will appoint such other committees as it considers appropriate to exercise any of its functions.
- b. Any committee appointed by the Council may at any time appoint additional sub-committees and panels throughout the year. Their terms of reference and delegation of powers to them shall be explicit and within the Appointing Committee's terms of reference.
- c. The Council in the case of Standing Committees or the parent committee in the case of sub-committees or panels will, in the case of sub-committees or panels, appoint the members to serve on the committee, sub-committee or panel subject to the right of a political group within the meaning of the Local Government and Housing Act 1989 and any regulations made under that Act to make nominations for those appointments at the meeting that makes the appointments before the appointments are made.
- d. The composition including substitutions, quorum and training requirements are detailed in Part 3.