

Part [] – Council Committees

1 Committees - Introduction

- 1.1 The Council has established various standing Committees (the term includes Boards and Commissions – see Glossary) - these may only be added to or removed by the Council.
- 1.2 Each Committee will have a number of aspects, many of which will be common (to a greater or lesser extent) to other Committees and to the Council or Executive. Each Committee will have:
 - A specified Composition;
 - Terms of Reference;
 - Rules of Procedure;and may have:
 - Delegated or Statutory Powers.
- 1.3 The Committees of the Council are:
 - The Scrutiny Commission;
 - The District Planning Committee;
 - The Eastern Area Planning Committee and the Western Area Planning Committee;
 - The Licensing Committee;
 - The Governance Committee;
 - The Personnel Committee;
 - The Appeals Committee.
- 1.4 There are also joint/hybrid/statutory Committees with aspects similar to Council Committees:
 - The Health and Wellbeing Board;
 - The Joint Public Protection Committee;
 - The Building Control Committee.
- 1.5 Committees may form Sub-Committees, Panels and Task Groups, and in particular:
 - The Licensing Committee forms Sub-Committees from time to time;
 - The Governance Committee has an Advisory Panel for certain purposes;
 - The Appeals Committee forms Panels from time to time.

2 Committees – Composition

- 2.1 At each Annual Meeting (or at any other meeting as necessary) Council will establish its Committees and decide upon the composition of each and appoint the membership.
- 2.2 Committee and Sub-Committee membership may be required by statute to reflect the Political Balance of the Council.
- 2.3 Committees and Sub-Committees may or may not have Substitute Members able to substitute for a Committee or Sub-Committee Member unable to attend a particular meeting.
- 2.4 Committees and Sub-Committees may or may not have external members.

- 2.5 The specific composition of all Committees and Sub-Committees, including the number of members and political affiliations (where the Committee is politically balanced), substitutes, etc, is set out in the Committees List published in respect of each Council Annual Meeting and re-published in the event of any changes, and available on the Website.
- 2.6 The basis for the composition of any Sub-Committee, Panel or Task Group is set out in the relevant Appendix to this Part.

3 Committees – Terms of Reference and Delegated Powers

- 3.1 The terms of reference for each Committee are set out in the relevant Appendix to this Part.
- 3.2 The powers delegated to each Committee are set out in Part [] (Scheme of Delegation).

4 Committees – Rules of Procedure

- 4.1 The Rules of Procedure for each Committee are set out in Part [] (Meeting Rules)
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