

BURNLEY BOROUGH COUNCIL

CONSTITUTION OF COMMITTEES, WORKING GROUPS, PANELS AND BOARDS FOR THE MUNICIPAL YEAR 2012-2013

COMMUNITY SERVICES SCRUTINY COMMITTEE (9 Members) (politically balanced)

To Scrutinise all actions which fall within the remit of the Community Services Directorate (including Crime and Disorder matters and Health matters).

ECONOMIC REGENERATION SCRUTINY COMMITTEE (9 Members) (politically balanced)

To Scrutinise all actions which fall within the remit of the Economic Regeneration Directorate.

RESOURCES SCRUTINY COMMITTEE (9 Members) (politically balanced)

To Scrutinise all actions which fall within the remit of the Resources Directorate.

AUDIT COMMITTEE (9 Members) (politically balanced)

To include an Executive Member, and the Chair of the Resources Scrutiny Committee.
To determine audit issues regarding the Council

BUDGET SCRUTINY PANEL (by qualification)

To comprise up to 2 Members of each political Group.
To monitor, review and make recommendations on the Council's Strategic Budget and Objectives

STANDARDS COMMITTEE up to 30th June 2012 (2 Members) (not politically balanced)

To comprise 2 Members from the Borough Council (and 4 Parish Councillors and 5 Independent Members one of which is the Chair). Last year 1 Member was Liberal Democrat and 1 Member was Labour.

STANDARDS COMMITTEE from 1st July 2012 (6 Members) (politically balanced)

To comprise 6 Borough Councillors (one of who must be appointed as Chair), 2 co-opted Parish Members and 2 co-opted Independent Members. To be eligible to serve on the Standards Committee a Borough Councillor must not also be a serving member of a Parish Council or a Parish Clerk.

To promote and maintain high standards of conduct within the Council. To advise the Council on the adoption or revision of its code of conduct. To regulate members pecuniary interests and interests other than pecuniary interests. To handle complaints about Borough Council members and Parish/Town Council members within the Borough Boundary. To ensure that all members of the Council have access to training in all aspects of the member code of conduct, that this training is actively promoted, and that members are aware of the standards expected of local councillors under the code

DEVELOPMENT CONTROL COMMITTEE (16 Members) – (Specific Guidance to include relevant Executive Member) (politically balanced)

Functions relating to town and country planning and development control as specified in Schedule 1 to the Local Authorities (functions and responsibilities) (England) Regulations 2000 (the functions regulations).

Commons registration

The registration of common land or town and village greens and to register the variation of rights of common as set out in Schedule 1 to the Functions Regulations

Highways use and regulation

The exercise of powers relating to the regulation of the use of highways as set out in Schedule 1 to the Functions Regulations

LICENSING COMMITTEE (15 Members) (politically balanced)

Relating to taxi, gaming, entertainment, food, and miscellaneous licensing.

Functions relating to licensing and registration as set out in Schedule 1 to the Functions Regulations and through its Sub Committees functions relating to the Licensing Act 2003 and the Gambling Act 2005. Functions relating to health and safety under any relevant statutory provision within the meaning of Part 1 of the Health and Safety at Work Act 1974, to the extent that those functions are discharged otherwise than in the Council's capacity as an employer

MEMBER STRUCTURES AND SUPPORT WORKING GROUP (12 MEMBERS) (politically balanced)

To draw up proposals for modernising the Council's Member Structures in the light of new legislation and best practice, and to make appropriate recommendations to full Council. To keep under review the range of existing support and services provided for Council Members and to make recommendations, if necessary, to the appropriate Committees for improvements. To consider the annual Member Training and Development Programme (including induction training for new Council Members). To act as a Forum for the discussion of matters relating to how Members and officers work together. To deal with all matter relating to the provision and use of IT equipment by Members

THREE TIER FORUM (6 MEMBERS-not politically balanced)

This forum involves the County, Borough and Parish representatives in discussing relevant issues. Of the 6 Borough Members appointed by Full Council in 2011/12, there were 4 Liberal Democrats, 1 Labour and 1 Conservative.

POLICE AND CRIME PANEL (1 MEMBER – politically balanced across the County)

This will be a formally-constituted joint committee of all the authorities in the Lancashire force area.

APPEALS COMMITTEE (JNC) (by qualification)

To comprise 2 Executive and 1 Scrutiny member (not on the investigating Committee).

To consider appeals against dismissal, other disciplinary action, grading and grievances by employees of the Council not on NJC terms and conditions.

APPEALS PANEL (NJC) (by qualification)

To comprise 2 members of the Management Team and any 3 Members of the Executive.

To deal with the final stages of appeals against dismissal, other disciplinary action by employees of the Council who are on the conditions of service of the NJC for Local Government Services.

REDUNDANCY APPEAL PANEL (by qualification)

To comprise any 3 members of the Executive for those employees covered by the Council's redundancy policy

JOINT CONSULTATIVE PANEL (by qualification)

To comprise 6 Members - Leader, Deputy Leader, Chair of Community Services Scrutiny Committee, Chair of Resources Scrutiny Committee, and any 2 other Executive Members.

To act as a forum for consultation and negotiation between the Council and Trade Union Representatives of employees subject to the national agreement of the NJC for Local Government Services and other employees

**PARKING AND TRAFFIC REGULATIONS OUTSIDE LONDON (PATROL)
ADJUDICATION JOINT COMMITTEE (by qualification)**

Representation consists of the relevant Executive Member (the Executive Member for Communities), with the substitute being from the largest opposition party.

The Committee is constitutionally and legally a joint committee between Burnley and other Local Authorities and has been established to adjudicate on parking and traffic regulations.

Political balance requirements are not necessary for the appointments due to the low number of Members being appointed.

CURZON STREET DEVELOPMENT GROUP (by qualification) RECOMMENDED TO BE DISSOLVED

EXECUTIVE APPOINTMENTS

The following appointments will be made by the Executive at its meeting on 29th May 2012

TRAFFIC REGULATION ORDER SUB-COMMITTEE (3 Executive Members))

To consider objections made to Traffic Regulation Orders and powers to amend or confirm Traffic Regulation Orders or refer them to the Executive for a decision.

PENNINE LANCASHIRE BUILDING CONTROL JOINT EXECUTIVE COMMITTEE - by qualification)

The Committee is constitutionally and legally an Executive joint committee between Burnley and Blackburn with Darwin Local Authorities and has been established to in relation to the Building Control Service, including the enforcement of Building Regulations, in the Joint Area. Political balance requirements are not necessary for the appointments due to the low number of Members being appointed.

Representation on the PLBC Joint Committee consists of the Executive Member for Housing and Environment, with the substitute being the Executive Member for Resources and Performance Management-Appointed by the Executive in 2009/10.

PENNINE LANCASHIRE LEADERS AND CHIEF EXECUTIVES JOINT COMMITTEE (PLACE)- by qualification)

The Committee is constitutionally and legally a statutory joint committee between Burnley and other Pennine Lancashire Local Authorities to oversee the role of Regenerate Pennine Lancashire. Political balance requirements are not necessary for the appointments due to the low number of Members being appointed.

Representation on the Joint Committee consists of the Leader, with the substitute being the Deputy Leader- Appointed by Council in 2009/10.