

Subject:	Constitutional Matters		
Date of Meeting:	20 June 2019		
Report of:	Monitoring Officer		
Contact Officer:	Name:	John Peel	Tel: 01273 291058
	Email:	John.peel@brighton-hove.gov	
Ward(s) affected:	All		

FOR GENERAL RELEASE

1. PURPOSE OF REPORT AND POLICY CONTEXT

- 1.1 To provide information on the committee's terms of reference and related matters including the appointment of its Urgency Sub-Committee.

2. RECOMMENDATIONS:

- 2.1 That the committee's terms of reference, as set out in Appendix A to this report, be noted; and
- 2.2 That the establishment of an Urgency Sub-Committee consisting of the Chair of the Committee and two other Members (nominated in accordance with the scheme for the allocation of seats for committees), to exercise its powers in relation to matters of urgency, on which it is necessary to make a decision before the next ordinary meeting of the Committee be approved.

3. CONTEXT/ BACKGROUND INFORMATION

- 3.1 Article 6 of the Constitution incorporates a schedule of all the Committees/Sub-committees established in the current Constitution together with a summary of their respective functions.

The Tourism, Development & Culture Committee – Terms of Reference

- 3.2 A copy of the terms of reference for the committee is attached in Appendix A. These should be read in the context of the 'Introduction and General Delegations' included in the Scheme of Delegations to Committees and Sub-Committees at part 4 of the constitution.

Membership

- 3.3 The membership of the committee is set at 10 Members of the council.
- 3.4 The arrangements for substitute Members to attend meetings of Committees/Sub-Committees, is as set out in the Council Procedure Rules 18 to 24.

Programme Meetings

- 3.5 Ordinary meetings of the Tourism, Development & Culture Committee are scheduled to take place on the following dates during 2019/20:

20 June 2019
12 September 2019
21 November 2019
16 January 2020
5 March 2020
23 April 2020

- 3.8 Meetings of the Committee will normally be held at Hove Town Hall and will start at 4.00 p.m.

Urgency Sub-Committee

- 3.9 The Articles in the Constitution states that each Committee of the Council except the Audit & Standards Committee may appoint an Urgency Sub-Committee to exercise its powers. The membership of such Urgency Sub-Committee shall consist of the Chair of the Committee, and two other Members nominated by the Group Leader or Leaders as appropriate to meet the requirements for the allocation of seats between political groups. Under current allocations this would mean an urgency sub-committee will consist of one Member from each of the three political groups on the Council.

- 3.10 Such Urgency Sub-Committees may exercise their powers in relation to matters of urgency on which it is necessary to make a decision before the next ordinary meeting of the Committee. Every decision of each Urgency Sub-Committee shall be reported for information to the next ordinary meeting of the Committee as appropriate.

4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

- 4.1 The council's Constitution provides for the appointment of the sub-committees and urgency sub-committees however, it provides that the Committee will make the decision to appoint a Sub Committee. Although it would be possible for the Committee to decide not to appoint an Urgency Sub Committee, this is not considered to accord with Council's wishes and moreover would create difficulties if urgent business were to arise between scheduled Committee meetings and for this reason, is not therefore regarded as a viable alternative option.

5. COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 All Members considered and approved the Constitution, which was last reviewed on the 13 December 2018.

6. CONCLUSION

- 6.1 The recommendations are being put forward in line with the requirements of the Constitution, to ensure that a process exists to assist the effective discharge of the Committee's business should a situation of urgency arise.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 7.1 There are no direct financial implications arising from this report. Any costs relating to the establishment of an urgency sub-committee would be met within existing resources.

Finance Officer Consulted: Peter Francis

Date: 21/05/19

Legal Implications:

- 7.2 As indicated in the body of this report, provision is made in those Parts of the Council's Constitution highlighted above for the appointment of an urgency sub committee in case it is needed at short notice

Lawyer Consulted: Alice Rowland

Date: 24/05.2019

Equalities Implications:

- 7.2 There are no equalities implications arising from the report

Sustainability Implications:

- 7.3 There are no sustainability implications arising from the report.

Any Other Significant Implications:

- 7.4 None

SUPPORTING DOCUMENTATION

Appendices:

1. Tourism, Development & Culture Committee Terms of Reference

Documents in Members' Rooms

1. None

Background Documents

1. The Constitution

