

Subject:	Constitution Review		Status:	For Publication	
Report to:	Governance Working Group Council		Date:	23 rd November 2017 12 th December 2017	
Report of:	Monitoring Officer		Portfolio Holder:	Regulatory Services	
Key Decision:	No - reserved for Council	Forward Plan <input checked="" type="checkbox"/>	General Exception <input type="checkbox"/>	Special Urgency <input type="checkbox"/>	
Equality Impact Assessment:		Required:	No	Attached:	No
Biodiversity Impact Assessment		Required:	No	Attached:	No
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1.	RECOMMENDATIONS
1.1	That Council agree the changes to the Constitution and Members' Allowances Scheme in relation to the special responsibility allowances for Licensing Chair and Vice-chair as detailed in Appendix A, and that the change to the allowances is effective from 9 th November 2017.

2. PURPOSE OF REPORT

- 2.1 To consider the recommendation of the Independent Remuneration Panel in relation to changes to the Members' Allowances Scheme as detailed in Appendix A.

3. CORPORATE PRIORITIES

- 3.1 The matters discussed in this report impact directly on the following of the Council's corporate priorities:
- **A connected and successful Rossendale that welcomes sustainable growth:** our priority is to ensure that we are well connected to our residents, key partners and stakeholders. We want to make the most of every pound we spend and we are always looking for new and innovative ways to make the resources we do have, work harder for us.

4. RISK ASSESSMENT IMPLICATIONS

- 4.1 All the issues raised and the recommendation in this report involve risk considerations as set out below:
- Failure to maintain and follow an up-to-date Constitution risks legal proceedings being taken against the Council, and risks members of the community being dissatisfied with the action of the Council.

5. BACKGROUND AND OPTIONS

Part 6 Page 259 – Members' Allowances Scheme and Part 3 Page 40 Terms of Reference of the Licensing Committee

- 5.1 A special responsibility allowance of £1671 is paid to both the Chair of Licensing and the Vice-chair of Licensing as the allocation of duties is split. The Chair of Licensing covers the full Licensing Committee meetings (and any other duties associated with the Licensing remit) and the Vice-chair covers the sub-committee meetings.

- 5.2 From 9th November the Chair of the Licensing Committee will resume full responsibility for

the work of the Licensing Committee and sub-committees.

- 5.3 It is therefore proposed to amend the Members' Allowances Scheme and the Constitution to reflect these changes and to return the £3,342 special responsibility allowance to the Chair of Licensing with effect from 10th November 2017.
- 5.4 It is also proposed to reinstate the one off payment of £150 should the Vice-chair of Licensing be required to chair a Full Licensing Committee meeting.
- 5.5 Appendix A details the proposed changes.
- 5.6 The members of the Independent Remuneration Panel have been consulted on this proposal and were in unanimous agreement with the changes.

COMMENTS FROM STATUTORY OFFICERS:

6. SECTION 151 OFFICER

- 6.1 There are no material financial implications arising from the report.

7. MONITORING OFFICER

- 7.1 All legal implications are commented upon in the body of the report.

8. POLICY IMPLICATIONS AND CONSULTATION CARRIED OUT

- 8.1 Consultation with Statutory Officers, Legal Officers, Committee and Member Services, Independent Remuneration Panel and the Governance Working Group.

9. CONCLUSION

- 9.1 The Council is required by law to implement a Constitution and it is in the interests of the Council to regularly review and update the document.

Background Papers	
Document	Place of Inspection
The Constitution of the Council	https://www.rossendale.gov.uk/downloads/download/10710/constitution

Part 6 Page 259 – Special Responsibility Allowances

SPECIAL RESPONSIBILITY ALLOWANCES

The following are specified as special responsibilities in respect of which special responsibility allowances are payable in the amounts stated.

LEADERS/DEPUTY LEADERS	£
Leader of the Majority or Largest Group	13,368
Deputy Leader of the Majority or Largest Group	10,026
Leader of the Minority or Second Largest Group	6,684

CABINET MEMBERS

Cabinet Member	6,684
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COMMITTEE CHAIRS

Overview and Scrutiny Committee	3,342
Audit and Accounts Committee	3,342
Development Control	3,342
Licensing	1,671 <u>3,342</u>

COMMITTEE VICE-CHAIRS

Development Control (*a one off payment will be made for each meeting where the Vice-chair is required to chair the full meeting).	*150
Licensing (*a one off payment will be made for each Licensing Committee meeting where the Vice-chair is required to chair the full meeting). (the Vice-chair is required to act as the Chair of the Licensing Sub-Committee Meetings).	1,671 <u>*150</u>

Part 3 Page 40 – Terms of Reference of the Licensing Committee

Sub-committees will be made up of Licensing Committee members, or if substitutes are required (on the non-statutory committee only), any other member may substitute by agreement with the Chief Executive that the member has undertaken the necessary training to take part in the committees work. The ~~Vice-c~~Chair of the Licensing Committee will act as the chair person for all Licensing Sub-Committee meetings, otherwise the ~~V~~ice-chair of Licensing will fulfil this role where available. They will automatically chair the sub-committees without the need to be formally appointed as the chair person.