

LOUGHBOROUGH AREA COMMITTEE – 20TH JUNE 2018

Report of the Head of Strategic Support

Part A

ITEM 6 ROLE AND OPERATION OF THE COMMITTEE

Purpose of Report

To provide guidance on the role and operation of the Committee.

Recommendation

That the report be noted.

Reason

To ensure that members of the Committee are aware of its role and operational procedures.

Policy Justification and Previous Decisions

At its meeting on 22nd January 2018, Full Council approved the establishment of the Loughborough Area Committee and its terms of reference (see Appendix A), to establish a more formal role for those Borough Councillors representing wards within Loughborough in key matters relating to the town.

Report Implications

The following implications have been identified for this report.

Financial Implications

There are none.

Risk Management

There are no specific risks associated with this decision.

Background Papers: None

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Part B

Role and Operation of the Committee

1. The Terms of Reference for the Committee, attached as Appendix A, give the Committee an advisory and consultative role in relation to the following matters:
 - Budgetary and financial issues which either solely or predominantly affect the Loughborough town area;
 - Matters of policy and strategic direction which relate to or affect the Loughborough town area.
2. The Committee is not a decision-making body, although it can agree to submit its views and responses to the Cabinet or to other committees or organisations carrying out consultations on matters that relate to the town of Loughborough.
3. It is anticipated that the Committee will meet twice a year, as follows:
 - May/June – an annual review of significant matters relating to the Loughborough town area;
 - January – to consider the budget proposals approved by Cabinet for consultation regarding the Loughborough Special Expenses for the forthcoming financial year.
4. The procedure rules relating to other committees as set out in Chapter 12 of the Council's Constitution apply to the Committee, which in summary are that:
 - Special additional meetings of the Committee can be called by the Chair, or by any three members of the Committee giving written notice to the Head of Strategic Support;
 - Any Councillor may submit a question on notice to the Chair of the Committee in the usual manner;
 - Local government electors or council tax payers may also submit questions on notice in the usual manner;
 - The requirements of the Member Code of Conduct, including those relating to declaring interests, apply to meetings of the Committee.

Appendices

Appendix A: Terms of Reference

LOUGHBOROUGH AREA COMMITTEE – TERMS OF REFERENCE

Membership

Members elected to Borough Wards falling within or partly within the town of Loughborough, being: Loughborough Ashby, Loughborough Dishley & Hathern, Loughborough Garendon, Loughborough Hastings, Loughborough Lemyngton, Loughborough Nanpantan, Loughborough Outwoods, Loughborough Shelthorpe, Loughborough Southfields, and Loughborough Storer.

The Committee is not politically balanced and will have 20 members. Substitutes are not permitted.

The Chair and Vice-chair of the Committee will be elected annually from amongst its members.

The quorum of the committee shall be 11 members.

Advisory Functions

1. To carry out a consultative role in relation to budgetary and financial issues which either solely or predominantly affect the Loughborough town area.
2. To carry out a consultative role in relation to matters of policy and strategic direction which relate to or affect the Loughborough town area.