

<b>Subject:</b>	<b>Constitutional Matters – Housing &amp; New Homes Committee</b>		
<b>Date of Meeting:</b>	<b>17 June 2015</b>		
<b>Report of:</b>	<b>Head of Legal &amp; Democratic Services</b>		
<b>Contact Officer:</b>	<b>Name:</b>	<b>Caroline De Marco</b>	<b>Tel: 29-1063</b>
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<b>Ward(s) affected:</b>	<b>All</b>		

**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 new constitution together with a summary of their respective functions.

**The Housing & New Homes Committee – Terms of Reference**

- 3.2 A copy of the current Housing Committee terms of reference 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, as set out in the Council Procedure Rules 18.14 to 18.19, apply to meetings of the Housing Committee.

### **Programme Meetings**

- 3.5 Ordinary meetings of the Housing & New Homes Committee are scheduled to take place on the following dates during 2015/16:

Wednesday 17 June 2015  
Wednesday 23 September 2015  
Wednesday 11 November 2015  
Wednesday 13 January 2016  
Wednesday 2 March 2016

- 3.6 For the 2015/16 municipal year, meetings of the committee will be held in The Friends Centre, Ship Street, Brighton at 4.00pm due to renovation work at Hove Town Hall. Following completion of the renovations, meetings of the committee will normally be held at Hove Town Hall and will start at 4.00pm.

### **Urgency Sub-Committee**

- 3.7 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.
- 3.8 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 and it is for the Committee to determine this action and it could decide not to make such appointments. However, this would be contrary to the wishes of the council and is not therefore regarded as a viable alternative option.

## **5. COMMUNITY ENGAGEMENT & CONSULTATION**

- 5.1 All Members considered and approved the constitution and the changes therein on the 26 March 2015.

## 6. CONCLUSION

- 6.1 The recommendations are being put forward in line with the requirements of the constitution.

## 7. FINANCIAL & OTHER IMPLICATIONS:

### Financial Implications:

- 7.1 The cost of holding the committee meetings at the Friends Centre have been included in the overall Workstyles Programme for the move to Hove Town Hall and will be reported to the Policy & Resources Committee. All other costs associated with holding these committee meetings are included within revenue budgets for 2015/16 approved by Budget Council on 3<sup>rd</sup> March 2015.

*Finance Officer Consulted: Monica Brooks*

*Date:03/06/15*

### Legal Implications:

- 7.2 At its meeting on 21 May 2015, full council approved the renaming of the Housing Committee as the Housing & New Homes Committee. No changes to the Committee's terms of reference were approved.

*Lawyer Consulted:*

*Liz Woodley Date: 04/06/15*

### Equalities Implications:

- 7.3 There are no equalities implications arising from the report and the alternative venue for the committee meetings during the 2015/16 municipal year has been assessed to ensure it meets accessibility requirements.

### Sustainability Implications:

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

### Any Other Significant Implications:

- 7.5 There are no other significant implications arising from the report.

## **SUPPORTING DOCUMENTATION**

### **Appendices:**

1. Housing Committee Terms of Reference

### **Documents in Members' Rooms**

1. None

### **Background Documents**

1. The Constitution