SECTION 9

9. Regulatory Committees

9.1 Regulatory and Other Committees

The Council will appoint the Committees to discharge the functions set out in Section 13 of this Constitution.

9.2 The Governance and Audit Committee

9.2.1 The Council will appoint a Governance and Audit Committee to discharge the functions described in Section 13 of this Constitution and in accordance with sections 81-87 of The Measure.

9.2.2 The Committee shall comprise of 9 Councillor Members and 6 members who are not a Member of the Council (lay members). No more than one member of the Committee may be a member of the Cabinet (which Cabinet Member must not be the Leader[s]) or an Assistant to the Cabinet.

9.2.3 The Chair of the Governance and Audit Committee and Deputy Chair are appointed by it. The person appointed Chair of the Governance and Audit Committee must be a lay member. The person appointed as Vice Chair cannot be a Member of the Cabinet or an Assistant to the Cabinet.

9.2.4 A meeting of the Governance and Audit Committee is to be chaired:

(a) by the Chair of the Governance and Audit Committee, or

(b) if the Chair of the Governance and Audit Committee is absent, by the Deputy Chair.

(c) If both the Chair of the Governance and Audit Committee and the Deputy Chair are absent, the Committee may appoint a member of the Committee who is not a member of the Council's Cabinet or an Assistant to the Cabinet, to chair the meeting.

9.2.5 Members of the Governance and Audit Committee may vote on any matter from the Committee.

9.3 The Democratic Services Committee

9.3.1 The Council will appoint a Democratic Services Committee to discharge the functions described in Section 13 of this Constitution.

9.3.2 The Committee shall comprise of 15 Councillor Members but no more than one Member of the Cabinet (which Cabinet Member must not be the Leader).

9.3.3 The Chair of the Democratic Services Committee is appointed by Full Council and must not be a member of an executive group.

9.4 The Planning Committee

9.4.1 The Council will appoint a Planning Committee to discharge the functions described in Section 13 of this Constitution.

9.4.2 The Committee shall comprise of 15 Councillor Members none of whom may be a member of the Cabinet.

9.5 The Central Licensing Committee

9.5.1 The Council will appoint a Central Licensing Committee to discharge the functions described in Section 13 of this Constitution.

9.5.2 The Committee shall comprise of 15 Councillor Members the majority of whom shall be members who are not members of the Cabinet.

9.5.3 The Chair of the Central Licensing Committee is appointed by it and cannot be a member of the Cabinet.

9.6 The General Licensing Committee

9.6.1 The Council will appoint a General Licensing Committee to discharge the functions described in Section 13 of this Constitution.

9.6.2 The Committee shall comprise of the same 15 Councillor Members as the Central Licensing Committee.

9.6.3 The Chair of the Central Licensing Committee is appointed by it and cannot be a member of the Cabinet.

9.7 The Language Committee

9.7.1 The Council will appoint a Language Committee to discharge the functions described in Section 13 of this Constitution.

9.7.2 The Committee shall comprise of 15 Councillor Members.

9.8 The Chief Officers' Appointments Committee

9.8.1 The Council will appoint a Chief Officers' Appointments Committee to discharge the functions described in Section 13 of this Constitution.

9.8.2 The Committee shall comprise of 15 Councillor Members.

9.9 The Employment Appeals Committee

9.9.1 The Council will appoint an Employment Appeals Committee to discharge the functions described in Section 13 of this Constitution.

9.9.2 The Committee shall comprise of 7 Councillor Members the majority of whom shall be members who are not member of the Cabinet.

9.10 The Pensions Committee

9.10.1 The Council will appoint a Pensions Committee to discharge the functions described in Section 13 of this Constitution.

9.10.2 The Committee shall comprise of 7 Councillor Members the majority of whom shall be members who are not members of the Cabinet together with one member from the Isle of Anglesey County Council and one member from Conwy County Borough Council.

9.10.3 All members of the Pensions Committee may vote on any matter before the committee.

9.11 Other Committees and Sub-Committees

9.11.1 The Council will appoint such other Committees as it considers appropriate to the exercise of its functions. These will include a Planning and Licensing Committee.

9.11.2 Any Committee appointed by the Council may at any time appoint additional Sub-Committees and panels throughout the year. The terms of reference and delegation of powers to them shall be explicit and within the appointment Committees terms of reference.

9.12 Rules of Procedure and Debate

The Council Procedure Rules in Section 4 will apply with the following additions:

9.12.1 Calling extraordinary meetings

(1) Those listed below may request the proper officer to call meetings of committees or sub-committees in addition to ordinary meetings:-

any three members or quarter of the total voting members of the committee (whichever is larger), if they have signed a requisition presented to the chairperson of the committee or sub-committee, and that he/she has refused to call a meeting or has failed to call a meeting within seven days of the presentation of the requisition.

(2) If any person decides to call an extraordinary meeting of the committee or sub-committee, he/she shall signify to the proper officer without delay that he/she has done so to the proper officer, noting the intended business to be discussed; and the proper officer must issue a notice without delay to all members of the committee or sub-committee and everyone who is permitted to receive their papers.

(3) Any requisition under paragraph (2) may be presented by being left with the proper officer.

9.12.2 Appointment of members (and substitute members) of committees and sub-committees

(1) Whenever

(i) the Council is required to review the allocation of seats on committees between political groups, or

(ii) the Council resolves to carry out such a review, or

(iii) a committee is required to review the allocation of seats on a sub-committee between political groups, or

(iv) a committee resolves to carry out such a review,

the proper officer must submit a report to the Council or committee (as the case may be), showing what allocation of seats would, in his/her opinion, best meet the requirements of section 15(4) of the 1989 Act.

(2) In light of such a report, the Council or committee, as the case may be, shall determine the allocation of seats to political groups.

(3) Whenever an appointment of a voting member of a committee or sub-committee falls to be made in accordance with the wishes of a political group to whom the seat has been allocated, and whenever such an appointment falls to be terminated in accordance with such wishes, then the proper officer shall make or terminate the appointment accordingly on receipt of a written request from or on behalf of the political group*.

9.12.3 Chairing of committees and sub-committees

(1) Subject where appropriate to paragraphs (5) and (6) each committee and sub-committee at their first meeting after the annual meeting of the Council shall, from among their voting members who are members of the Council (but after its main committee meets first in respect of a sub-committee), appoint a person to preside at their meetings for the ensuing year, and shall, in the same way, appoint a person to preside in the absence of the first person.

(2) If the persons appointed under paragraph (1) are absent, a meeting of a committee or sub-committee shall appoint, from among the voting members present who are members of the Council, a person to preside at that meeting.

(3) Whenever it is necessary for the committee or sub-committee to appoint a person to preside, the proper officer shall exercise the powers of the person presiding to regulate that discussion, and to maintain order at the meeting.

(4) The motion, and any amendments, shall be put to the meeting in accordance with rule 4.25.7 (voting on appointments).

(5) No member shall serve as a chairman or vice chairman on more than one committee. This provision shall not prevent a member who is a chairman or vice chairman of a committee from taking the chair of a committee under paragraph (2), nor from serving as the chairman or vice chairman of the Central Licencing Committee and the General Licencing Committee at the same time.

(6)(i) No member shall be permitted to hold office as chairman or vice- chairman of a committee for a period exceeding two years, with the exception of a member who has been in office as a chairman during the period of one year since the first meeting after the previous annual Council.

(6)(ii) A member who has held the office of chairman of a particular committee for the period referred to under the previous sub-paragraph cannot hold the office of vice-chairman of that committee during the year following the termination of his/her office, unless such person has not held the office of

Chairman for the maximum period permitted under paragraph 6(i) above. The Office may be held for a period of one year and will be limited to one exception only.

Section 7 Quorum

(1) Subject to (2) below business shall be transacted at any meeting of a committee or sub-committee unless at least one quarter of the number of voting members of the committee or sub-committee, as the case may be, are present, provided that in no case shall any business be transacted unless at least three voting members are present except in the case of a sub-committee comprising less than five members, when the quorum shall be two voting members.

(2) No business shall be transacted at any meeting of the Planning Committee unless at least half of the number of voting members of the Committee rounded to the nearest whole number are present.

Presence will include presence through electronic means which allow the member to hear and speak at the meeting.

The failure of any technological provision whether that leads to a partial or complete loss of contact shall not invalidate any part of the deliberations or any vote taken. The Chairman may postpone the meeting if they deem that appropriate.

9.12.5 Rights to speak at meetings of committees and sub-committees

Non-voting members

(1) The chairman and vice-chairman of the Council may attend and speak (but may not vote) at a meeting of a standing committee or sub-committee of which they are not voting members.

(2) The person appointed to preside at the meetings of a committee, and his/her deputy, may attend and speak at a meeting of any sub-committee appointed by that committee, but may not vote unless appointed as a voting member.

(3) Subject to paragraph (4) of this rule, a member of the Council who is not otherwise entitled to attend and speak at a committee or sub-committee or during a site visit shall be entitled to do so (but not to vote) at a meeting of the committee or sub-committee, or in the case of (iii) below, during a site visit (when he/she will be entitled to vote)

(i) during the consideration of any motion of which notice has been given which he/she has moved or seconded at a meeting of the Council and which has been referred to that committee or sub-committee; or

(ii) with the agreement of the person presiding at the meeting of the committee or sub-committee; or

(iii) during the consideration of any matter which affects his/her electoral division.

(4) Paragraphs (1) (2) and (3) above shall not apply to meetings of any committee or sub- committee sitting to hear an appeal or complaint by any member of the public or staff or which is considering any case involving the disciplining of staff or which has been established solely to consider any specific matter.

Members of the public

(5) No member of the public, their representatives or representatives of outside bodies shall have the right to speak unless they have received an invitation to attend and participate from the person presiding at the meeting or in accordance with a procedure adopted the Council or one of the Council's committees or sub-committees or in accordance with any statutory right.

(* In a multi member ward, only one member of the ward can be appointed to the Planning Committee)