



## *Walsall Metropolitan Borough*

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**ANUAL COUNCIL – 28<sup>th</sup> June, 2004**

**REPORT OF THE CHIEF EXECUTIVE**

**COUNCIL CONSTITUTION AND TIMETABLE OF  
MEETINGS 2004/2005**

1. Purpose of Report

The purpose of the report is to enable the Council to make minor amendments to its Constitution, adopt a Timetable of Meetings for the Municipal Year 2004/2005 and to appoint independent (non elected) members to the Standards Committee.

2. Recommendations

- (a) That the amendments to the Constitution be adopted.
- (b) That the Timetable of Meetings for the Municipal Year 2004/2005 be approved.
- (c) That the independent members recommended by the Monitoring Officer following selection by the group leaders, or their nominees, be appointed to the Standards Committee for the periods recommended.

3. Background

(a) General

The Councils constitution sets out in one single place a number of key documents that regulate the conduct of business within the authority, as a result only full Council is entitled to make changes to it. Set out below are a number of changes to the constitution that need to be made following the municipal elections earlier this month to reflect the changes to the decision making process and also this opportunity has also been used to make other amendments that are of a minor nature.

### 3.1 The Executive

The Council adopted a leader and cabinet style of executive arrangements following the implementation of the Local Government Act 2000. For the municipal year 2004/5 it is proposed that the executive ( cabinet) consist of 9 elected members with lead responsibility for the following areas:

- Leader of the Council
- Deputy leader and Executive Member for Resources and Performance Management
- Executive Member for Childrens services
- Executive Member for Health and Social Care
- Executive Member for Environment
- Executive Member for Regeneration
- Executive Member for Community Engagement and Organisational Development
- Executive Member for Culture and Leisure
- Executive Member for Housing and Community Safety.

It is therefore recommended that the schedule to table 3 in part 3 of the constitution, page 33 be duly amended to reflect the new cabinet responsibilities set out above and that all consequential changes to the constitution be authorised. The members to be appointed to the Executive roles are set out in the schedule appearing elsewhere on this Council summons.

### 3.2 Scrutiny and Performance Panels.

Article 6 of the constitution sets out the Scrutiny and Performance panels for the Council. The Scrutiny and Performance Panels are now aligned to all key objectives in the Councils vision. In order to ensure that they best support the changes made to the Executive, are best placed to hold the Executive to account, can assist the Executive in providing an overview and with policy development it is recommended that there be the following Scrutiny and Performance Panels:

- Health and Social Care
- Childrens Services and Lifelong Learning
- Community, Organisation, Leisure and Culture
- Regeneration, Environment, Housing and Community Safety
- Resources and Performance.

It is therefore recommended that Article 6 of the constitution, page 13 be duly amended to reflect the new remits for the Scrutiny and Performance Panels set out above, paragraphs 14- 18 inclusive, pages 28 -30 of the constitution and that all consequential changes to the constitution be authorised. The members to be appointed to the Scrutiny and Performance Panels are set out in the schedule appearing elsewhere on this Council summons.



### 3.3 Highways Committee

During the course of the last municipal year a number of statutory non executive functions were delegated by the Council to the Highways Committee. Over the course of the previous municipal year the Highways Committee only had cause to sit on one occasion. Therefore it is recommended for efficiency and effectiveness purposes that the Highways Committee not be re established this year and the functions previously delegated to it, as set out in paragraph 6 of table 2 in part 3 of the constitution be incorporated into the responsibilities for the Development Control Committee set out in paragraph 7 of table 2 in part 3 and that all consequential changes to the constitution be authorised.

### 3.4 Local Neighbourhood Partnerships ( LNP).

The creation of LNPs was approved at Council in April 2004 and the necessary changes were made to the constitution and as result a new Article 10 approved. Subsequent to approval it has come to light that a draft form of paragraph 10.02, covering membership, had been erroneously included. The form of the paragraph adopted limits the members of each LNP to a maximum of 20. During the development stage of LNPs members requested that this initial limit be changed to allow for up to 10 locally appointed partners, LAPs in each LNP. Therefore it is recommended the first sentence of paragraph 10.02 of article 10 be deleted i.e.

Each LNP will have a membership of no more than 20 individuals.

And that the words “ up to 10” be inserted into the second sentence between the words and and locally so that it reads

The LNP will consist of ward members for the LNPs administrative area, Council appointed partners and up to 10 locally appointed partners.

### 3.5 Timetable of Meetings 2004/2005

The draft timetable which is recommended for approval is attached and marked Appendix “ A“. In order for business to be administered in the most effective way possible, it is important that once the timetable has been agreed by the Council, only in the most urgent circumstances should meetings be re-arranged.

### 3.7 Standards Committee

The Council is required under statute to have a Standards Committee whose role and composition is set out under statutory instruments. In compliance with the legislation the Council has appointed independent ( non elected) members to the Committee and there are currently 3 vacancies for independent members out of 6. The Monitoring Officer

anticipates that the selection process will be completed by the date of the Council meeting. Applications have been sought and short listed candidates will be interviewed by a panel of elected members on 22 June 2004 (consisting of the group leaders or their nominees), advised by the Monitoring Officer. The Monitoring Officer hopes to be able to make recommendations to the meeting of the adjourned Council for the appointment of independent members to the Standards Committee and their terms of office.

ANNIE SHEPPERD,

Chief Executive.

18<sup>th</sup> June 2004.

# TIME TABLE 2004/2005

	JUNE	JULY	AUGUST	SEPT.	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY
<b>Mon.</b>												
<b>Tues.</b>												
<b>Wed.</b>				1			1 Cabinet					
<b>Thur.</b>		1		2 Licensing			2 LEA Panel					
<b>Fri.</b>		2		3	1		3				1	

<b>Mon.</b>		5	2 Resources SP	6	4 Palfrey LNP	1	6 Health SP	3 Bank Hol			4 Pelsall LNP	2 Bank Hol
<b>Tues.</b>	1 Bank Hol	6 WEB	3 Development Control	7 Children SP	5 Development Control	2 Regen. SP	7 Development Control	4 Development Control	1 Audit	1	5 Comm. SP	3
<b>Wed.</b>	2	7	4 Standards	8 Cabinet	6 Pelsall LNP	3 Standards	8	5 Palfrey LNP	2 Standards	2 Cabinet	6 LEA Panel	4
<b>Thur.</b>	3	8	5	9 LEA Panel	7	4 Resources SP	9 Comm. SP	6 Licensing	3 Resources SP	3	7 Licensing	5
<b>Fri.</b>	4	9 Licensing	6	10	8	5	10	7	4	4	8	6

<b>Mon.</b>	7	12 Development Control	9	13 Council	11Pheasey LNP	8 Council	13 Aldridge LNP	10 Pelsall LNP Pheasey LNP	7	7 Council	11Pheasey LNP	9
<b>Tues.</b>	8	13 LEA Panel Aldridge LNP	10	14 Development Control	12 St. Matt LNP	9	14 Blakenall LNP	11 Children SP Comm. SP	8	8 Development Control	12 Children SP	10 Development Control
<b>Wed.</b>	9	14 Cabinet	11	15 Health SP	13	10 Cabinet	15 Regen. SP	12	9 Cabinet	9 Aldridge LNP	13 Cabinet	11 Cabinet
<b>Thur.</b>	10 Elections	15 Blakenall LNP	12	16 Comm. SP	14 Licensing	11 Audit	16 Resource SP	13 LEA Panel	10	10 Health SP	14 St. Matt LNP	12
<b>Fri.</b>	11	16	13	17	15	12	17	14	11	11	15	13

<b>Mon.</b>	14	19 B'hills LNP Darl'ton LNP	16	20 Aldridge LNP	18 W'hall LNP	15	20 B'hills LNP Darlaston LNP	17 Council	14	14 Blakenall LNP	18 W'hall LNP	16
<b>Tues.</b>	15	20 Palfrey LNP Pelsall LNP	17	21 Blakenall LNP	19 Children SP	16 Development Control	21 Audit	18 St. Matt LNP	15 Development Control	15 B'hills LNP	19 Development Control	17
<b>Wed.</b>	16	21 Children SP Health SP	18	22 Regen. SP	20 Cabinet	17	22 Cabinet	19 Cabinet	16	16 Regen. SP	20 Standards	18
<b>Thur.</b>	17	22 Audit	19	23 Resource SP	21 LEA Panel	18	23	20 W'hall LNP	17 Licensing	17 Audit	21 Health SP	19
<b>Fri.</b>	18	23	20	24	22	19	24	21	18	18	22	20

<b>Mon.</b>	21	26Pheasey LNP St. Matts LNP	23	27 B'hills LNP	25 Health SP	22	27 Bank Hol	24 Health SP	21	21 Darl'ton LNP	25 Council	23 Annual Council
<b>Tues.</b>	22	27 W'hall LNP	24 Development Control	28 Darl'ton LNP	26 Development Control	23	28 Bank Hol	25 Development Control	22 Children SP	22	26 Regen. SP	24
<b>Wed.</b>	23	28 Comm. SP Regen SP	25	29 Cabinet	27 Comm. SP	24	29 Bank Hol	26 Regen. SP	23 Comm. SP	23 Cabinet	27	25 Adjourned Council
<b>Thur.</b>	24	29	26	30 Audit	28	25 Licensing	30	27	24 LEA Panel	24 Resource SP	28	26
<b>Fri.</b>	25	30	27		29	26	31	28	25	25 Bank Hol	29	27

<b>Mon</b>	28 An. Council		30 Bank Hol			29		31	28	28 Bank Hol		30 Bank Hol
<b>Tues</b>	29		31 Bank Hol			30 Children SP				29 Bank Hol		31 Bank Hol
<b>Wed</b>	30 Adj. Council									30 Development Control		
<b>Thur</b>										31 Palfrey LNP		

Appointments Board and Employment Appeals – as and when required