

PART 3

Table 2

RESPONSIBILITY FOR COUNCIL FUNCTIONS

It is a matter for local choice having regard to the Statutory Guidance whether the Council has separate committees for the functions below.

The detailed functions in this table and those which are delegated on to an officer are set out in the Schedules to Part 3 of this Constitution.

Committee	Membership	Functions	Onward Delegation of Functions
Planning	13 Members of the Authority	<p>Planning and conservation Functions relating to town and country planning and development control as specified in Schedule 1 to the Local Authorities (Functions and Responsibilities) (England) Regulations 2000 (as amended) (the “Functions Regulations”).</p>	Functions which are delegated on to an officer and the limits of that delegation are set out in the Fourth Schedule to this Part.
Licensing, Health and Safety and General Purposes Committee	9 Members of the Authority	<p>Commons registration The registration of common land or town and village greens and to register the variation of rights of common as set out in paragraphs 37 and 38 of Part B of Schedule 1 to the Functions Regulations.</p> <p>Highways use and regulation The exercise of powers relating to Public Rights of Way as set out in Schedule 1 - miscellaneous functions - Part I of the Functions Regulations and paragraphs 47-55 of Part B of Schedule 1.</p> <p>Taxi, food and miscellaneous licensing Functions relating to licensing and registration as set out in Part B (excluding paragraphs 37 and 38) and paragraph 42 of Part I of Schedule 1 to the Functions Regulations;</p> <p>Health and Safety at Work Functions relating to health and safety as set out in Part C of the</p>	Functions which are delegated on to an officer and the limits of that delegation are set out in the Schedules to this Part.

Committee	Membership	Functions	Onward Delegation of Functions
		<p>Functions Regulations under any 'relevant statutory provision' within the meaning of Part 1 of the Health and Safety at Work Act 1974, to the extent that those functions are discharged otherwise than in the Council's capacity as employer.</p> <p>Electoral matters Functions relating to Elections, making recommendations to Council or Cabinet relating to bills and name and status of the Borough and individuals.</p>	
Licensing Act 2003 Committee	15 Members of the Authority	To discharge the functions set out in Section 7 of the Licensing Act 2003 and Section 154 of the Gambling Act 2005.	
Audit and Risk Management Committee	9 Members of the Authority	<p>Accounts Approval of Council's Statement of Accounts and Section 151 responsibilities</p> <p>To consider and make recommendations to Council or Cabinet as appropriate on;</p> <p>(i). the annual Audit Report and the Management Letter of the external auditor;</p> <p>(ii). any other statutory report of the external auditor;</p> <p>and other financial and risk management matters (see Schedule 2 of Part 3 below). To keep Financial Regulations and Contract Procedure Rules under review and agreed revisions.</p>	
Standards & Constitutional Oversight Committee	9 Members of the authority (other than the Mayor or Leader) and 4 voting co-optees.	<p>To keep the Constitution under review and make recommendations to Council on proposals for improvements</p> <p>Promoting and maintaining high standards of conduct by Councillors and voting co-opted members (including church and parent governor representatives)</p>	

Committee	Membership	Functions	Onward Delegation of Functions
		<p>Advising the Council on the adoption or revision of the Members' Code of Conduct; Assisting Councillors and voting co-opted members (including church and parent governor representatives) to observe the Members' Code of Conduct;</p> <p>Monitoring the operation of the Members' Code of Conduct, in the light of best practice, changes in the law, guidance from the Standards Board for England and recommendations from Case Tribunals;</p> <p>Advising, training or arranging to train Councillors and voting co-opted members including church and parent governor representatives on matters relating to the Members' Code of Conduct;</p> <p>Granting dispensations to Councillors and voting co-opted members including church and parent governor representatives from requirements relating to interests set out in the Members' Code of Conduct;</p> <p>Dealing with any reports from a Case Tribunal or Interim Case Tribunal, or from the Standards Board and any report from the Monitoring Officer on any matter which is referred by an Ethical Standards Officer to the Monitoring Officer;</p> <p>Other functions relating to standards of conduct of members assigned to Standards and Constitutional Oversight Committees under any Regulations under the Local Government Act 2000, including any Regulations made under Section 66.</p>	

Committee	Membership	Functions	Onward Delegation of Functions
		<ul style="list-style-type: none"> • To consider Ombudsman's reports in cases of maladministration; (Section 92, Local Government Act 2000) • Whistle-blowing • Strategic overview of Employees' Code of Conduct; • Overview of reports from External Auditors; • Dealing with breaches of protocols. <p>To carry out the functions, discharge the Powers and undertake the duties of the Council as Trustee of E.F Callister Youth Club.</p>	
Pensions Committee	10 Council members plus 5 employer representatives	The powers and duties of the Council in relation to its functions as administering authority of the County of Merseyside Pension Fund	Functions delegated to officers and the limits of that delegation are set out in the Fourth Schedule to this Part.
Employment and Appointments Committee	<p>8 Members of the Authority</p> <p>Where the matter to be considered relates to the dismissal of the Head of Paid Service, Monitoring Officer or Chief Finance Officer, the Employment and Appointments Committee membership shall include a minimum of two Independent Persons on the Committee as determined and defined by The Local Authorities (Standing Orders) (England) (Amendment)</p>	<p>Appointment of Chief Officers and Deputies.</p> <p>To act as the Appeals Body in respect of misconduct of chief officers.</p> <p>Functions relating to Pensions as an Employer.</p> <p>To provide advice, views or recommendations to Full Council on a matter proposing the dismissal of the Head of Paid Service, Monitoring Officer or Chief Finance Officer in accordance with the Local Authorities (Standing Orders) (England) (Amendment) Regulations 2015 (SI 2015/881) or as may be amended from time to</p>	

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	<p>Regulations 2015 (SI 2015/881) or as may be amended from time to time.</p>	<p>time.</p> <p>To approve, amend and/or revise Council employment/ workforce policies and schemes.</p> <p>To monitor and exercise oversight of workforce performance and management matters.</p> <p>The Chairperson shall, in consultation with Party Spokespersons and the Assistant Director: Human Resources / Organisational Development, have authority to make minor amendments to employment/workforce policies and schemes.</p> <p>To consider and approve substantive changes to the Council's senior management structure proposed by the Chief Executive/Head of Paid Services where the overall cost of the restructure can be met from existing approved budgets. Where the overall cost cannot be met from existing approved budgets, the Committee shall make a recommendation to Council as appropriate.</p> <p>For the avoidance of doubt, Chief Officers are posts are above Spinal Column Point 74 on the Council's pay scales.</p>	
<p>Chief Officers Employment Disciplinary Sub-Committee</p>	<p>The Membership of the Chief Officers Employment Disciplinary Sub-Committee shall be determined by the Employment and Appointments Committee.</p> <p>Where the matter to be considered relates to the</p>	<p>To receive reports from a designated independent person investigating allegations of misconduct against the Head of Paid Service, the Monitoring Officer or Chief Finance Officer</p> <p>To investigate and take disciplinary action in respect of allegations of misconduct against Chief Officers.</p> <p>To provide advice, views or</p>	

Committee	Membership	Functions	Onward Delegation of Functions
	<p>possible dismissal of the Head of Paid Service, Monitoring Officer or Chief Finance Officer, the Chief Officers Employment Disciplinary Sub-Committee membership shall include a minimum of two Independent Persons as determined and defined by the Local Authorities (Standing Orders) (England) (Amendment) Regulations 2015 (SI 2015/881) or as may be amended from time to time.</p>	<p>recommendations to Full Council on a matter proposing the dismissal of the Head of Paid Service, Monitoring Officer or Chief Finance Officer in accordance with the Local Authorities (Standing Orders) (England) (Amendment) Regulations 2015 (SI 2015/881) or as may be amended from time to time.</p>	
<p>Overview and Scrutiny Committees</p>	<p>15 Members of the Authority</p>	<p>The statutory functions of a Overview and Scrutiny Committee with the terms of reference set out in Article 6.</p>	