

18 June 2013**Agenda Item: 3****REPORT OF CORPORATE DIRECTOR, POLICY, PLANNING AND
CORPORATE SERVICES****MEMBERSHIP AND TERMS OF REFERENCE****Purpose of the Report**

1. To note the Committee's membership and terms of reference.

Information and Advice

2. The membership of the Community Safety Committee is:

County Councillors Glynn Gilfoyle, Alice Grice, Chris Barnfather, John Clarke, Bruce Laughton, Keith Longdon, Darrell Pulk, Stuart Wallace, John Wilmott and Alan Rhodes (ex officio).

3. The committee's terms of reference are:

- (i) The exercise of the powers and functions set out below are delegated by the Full Council in relation to community safety:
 - a. All decisions within the control of the Council including but not limited to those listed in the Table below
 - b. Policy development in relation to community safety, subject to approval by the Policy Committee or the Full Council
 - c. Review of performance in relation to the services provided on at least a quarterly basis
 - d. Review of day to day operational decisions taken by officers
 - e. Approval of consultation responses
 - f. Approval of departmental staffing structures as required
 - g. Approving all Councillor attendance at conferences, seminars and training events including any expenditure incurred, within the remit of this Committee and to receive

quarterly reports from Corporate Directors on departmental officer travel outside the UK within the remit of this Committee.

- (ii) If any report comes within the remit of more than one committee, to avoid the report being discussed at several committees, the report will be presented and determined at the most appropriate committee. If this is not clear, then the report will be discussed and determined by the Policy Committee.
- (iii) As part of the detailed work programme the Committee will receive reports on the exercise of powers delegated to Officers.
- (iv) The Committee will be responsible for its own projects but, where it considers it appropriate, projects will be considered by a cross-committee project steering group that will report back to the most appropriate Committee.

Table
Responsibility for the following statutory duties:- <ul style="list-style-type: none">• community safety• as a Food Authority• as a Weights and Measures Authority• as a Trading Standards Authority and in relation to consumer protection and advice• the Coroner's Service
Responsibility for civil defence and emergency planning
Responsibility for the registration services for births, deaths and marriages
Responsibility for the safety of sports grounds

Other Options Considered

- 4. None.

Reason/s for Recommendation/s

- 5. To assist the committee in its work.

Statutory and Policy Implications

- 6. This report has been compiled after consideration of implications in respect of finance, the public sector equality duty, human resources, crime and disorder, human rights, the safeguarding of children, sustainability and the environment and those using the service and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

RECOMMENDATION/S

- 1) That the committee's membership and terms of reference be noted.

Jayne Francis-Ward
Corporate Director, Policy, Planning and Corporate Services

For any enquiries about this report please contact: Martin Gately, x 72826

Constitutional Comments

1. As the report is for noting, no constitutional comments are required.

Background Papers

None.

Electoral Division(s) and Member(s) Affected

All