

**CENTRAL DUDLEY AREA COMMITTEE – 7<sup>TH</sup> JULY, 2004**

**TERMS OF REFERENCE AND PROTOCOL FOR AREA COMMITTEES**

**REPORT OF THE AREA LIAISON OFFICER**

1.0 **PURPOSE**

1.1 To submit the Terms of Reference and Protocol for Area Committees.

2.0 **BACKGROUND**

2.1 Various committees for the 2004/05 municipal year will be appointed at the Annual Meeting of the Council, to be held on 24<sup>th</sup> June, 2004.

2.2 The Protocol for Area Committees is attached at Appendix 1. Except for the form and composition of Area Committees, which are provided for in Article 10.02(A) of the Constitution (see paragraph 2.3 below). The Terms of Reference of Area Committees are also attached (Appendix 2).

2.3 The form and composition of Area Committees will be determined at the Annual Council Meeting and will take account of the revised ward boundaries now in force. A supplementary paper containing the provisions of Article 10.02(A) as determined at the Annual Council Meeting, will be circulated.

3.0 **PROPOSAL**

3.1 That the Protocol for Area Committees and the Terms of Reference for Area Committees, as contained in paragraph 10.01 and 10.03 - 10.07 (inclusive), as attached to this report, be noted, together with paragraph 10.02 of Article 10 of the Constitution, which will be circulated following the Annual Council Meeting.

4.0 **FINANCE**

4.1 There are no direct financial implications arising from this report.

5.0 **LAW**

5.1 Sections 101 and 102 of the Local Government Act 1972, enable the Council to appoint Committees and delegate functions to them.

5.2 By virtue of the Local Government (Committees and Political Groups) Regulations 1990, the rules on proportionality regarding the allocation of seats for political groups do not apply to Area Committees, providing the membership of the Area Committee comprises ward members from the area.

6.0 EQUAL OPPORTUNITIES

6.1 The establishment of Area Committees enables Council’s decision making processes to reflect local views. Each of the Area Committees is under a duty to consult the public on Council services, initiatives and plans, incorporating the need to ensure that minority and disadvantaged groups of the community are included within this process.

7.0 RECOMMENDATION

7.1 The process set out in section 3.1 above be approved.

8.0 BACKGROUND PAPERS

8.1 The Council’s constitutions.

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