

**Proposed Constitutional Changes**

**Appendix A**

Area/ issue and who raised	Current Constitution Reference	Proposed Changes/ Reason
<b>Section 8</b>		
<p>Section 8.2.3 Licensing &amp; Regulation Committee -number of meetings</p> <p>Raised by Licensing and Community Safety Manager</p>	<p>8.2.3 Meetings There shall be at least two (2) regular meeting of the Committee per year:-</p>	<p><u>Proposed wording:</u> <i>8.2.3 Meetings There shall be at least one (1) regular meeting of the Committee per year:-</i></p> <p><i>Reason To meet current business requirements of the Committee.</i></p>
<b>Section 10</b>		
<p>Council Tax Setting Committee</p> <p>Raised by Service Director: Resources</p> <p>PLEASE NOTE ALTERNATIVE PROPOSALS – Option A put forward, unless Members propose Option B and that will be put to the vote.</p>	<p>10.2.1 Terms of Reference The Council will appoint one Council Tax Setting Committee for the purpose of setting the Council Tax Base and the Council Tax. The Committee will have the responsibilities as set below. (a) Set the Council Tax Base in accordance with the Local Authority (Calculation of Council Tax Base) Regulations 2012; (b) Set the Council Tax in accordance with Chapter III &amp; IV of the Local Government Finance Act 1992; (c) Approve the non-domestic rating income (NNDR1) Return. ..... 10.2.5 Proceedings of the Council Tax Setting Committee. There shall be a minimum of two regular meetings of the Committee in each year. In addition, extraordinary meetings may be called from time to time, as and when</p>	<p><b>Proposed wording option A:</b> <i>10.2.1 Terms of Reference The Council will appoint one Council Tax Setting Committee for the purpose of setting the Council Tax Base and the Council Tax <u>unless the decision can be taken by a meeting of Full Council</u>. The Committee will have the responsibilities as set below, <u>where required</u></i> (a) Set the Council Tax Base in accordance with the Local Authority (Calculation of Council Tax Base) Regulations 2012; (b) Set the Council Tax in accordance with Chapter III &amp; IV of the Local Government Finance Act 1992; (c) Approve the non-domestic rating income (NNDR1) Return. ..... <i>10.2.5 Proceedings of the Council Tax Setting Committee.</i></p>

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	<p>appropriate. An extraordinary meeting may be called by the Chair of the Committee or by the Proper Officer if they consider it is necessary or appropriate.</p>	<p><i>There shall be <del>a minimum of two</del> usually be one (1) regular meetings of the Committee in each year. In addition, extraordinary meetings may be called from time to time, as and when appropriate. An extraordinary meeting may be called by the Chair of the Committee or by the Proper Officer if they consider it is necessary or appropriate.</i></p> <p><b><u>OR Alternative Proposed wording option B</u></b></p> <p>10.2.5 Proceedings of the Council Tax Setting Committee.  <i>There shall <del>be a minimum of two</del> usually be one (1) regular meetings of the Committee in each year. In addition, extraordinary meetings may be called from time to time, as and when appropriate. An extraordinary meeting may be called by the Chair of the Committee or by the Proper Officer if they consider it is necessary or appropriate.</i></p> <p>10.2.2 Specific Functions  <i>The functions of the Council Tax Setting Committee are to set the Council Tax Base and to set the overall level of Council Tax for the following financial year taking into account the precepts of all Major and Local Precepting Authorities. The Committee also approves the information</i></p>

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		<p><i>submitted to the Government about non-domestic rate income, as required by the NNDR1 form.</i></p> <p><i>10.2.3 Membership</i>  <i>No more than five members shall be appointed to the Council Tax Setting Committee. The Chair shall be appointed at the annual meeting of the Council.</i></p> <p><i>10.2.4 Quorum</i>  <i>The Quorum for a meeting of the Council Tax Setting Committee shall be three voting members of that Committee.</i></p> <p><i>10.2.5 Proceedings of the Council Tax Setting Committee.</i>  <i>There shall be a minimum of two usually be one regular meetings of the Committee in each year. In addition, extraordinary meetings may be called from time to time, as and when appropriate. An extraordinary meeting may be called by the Chair of the Committee or by the Proper Officer if they consider it is necessary or appropriate.</i></p>
Section 14		
Proper Officer functions - Deputy Electoral Registration Officer ('ERO')	S.9 Registration Officer Democratic Services Manager /Service Director: Legal & Community	<p><b>Proposed new wording:</b>  <i>Ability under s52(2)&amp;(3) to appoint a further Deputy or in the temporary absence or</i></p>

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		<i>vacancy an appropriately qualified ERO or Deputy ERO.</i>
	-	<b>New line:</b> <i>Deputy Registration Officer</i>  <i>Electoral Services Manager</i>