

Magor with Undy Community Council

Committee Terms of Reference

<p>Human Resources (HR) Committee</p> <p>Membership: 7 members/Quorum 4</p> <p>Meeting: Quarterly, or as directed by Council</p>	<ul style="list-style-type: none">• No Discharge of Functions To make recommendations to Council• To meet to consider staffing, personnel and HR issues (as directed by Council)• To meet as an interview panel making recommendations to Council in respect of permanent or casual positions (as directed by Council)
<p>Planning Committee</p> <p>Membership: Full Council/Quorum 5</p> <p>Meeting: 2nd & 4th Monday monthly</p>	<ul style="list-style-type: none">• Specific Discharge of Functions (Decision making) Resolved: 'That this Council, under "S101 Local Government Act 1972 re 'Discharge of Functions' give delegated powers to the Planning Committee to respond/make recommendations to Monmouthshire County Council in respect of planning applications'• To meet on second and fourth Monday of month (2nd Monday to form part of Ordinary meeting)• To make recommendations to Monmouthshire County Council in respect of planning applications
<p>Emergency Planning Committee (Plenary) <i>[during a holiday or Council recess period]</i></p> <p>4 Councillors (must include Chair or Vice Chair)</p>	<ul style="list-style-type: none">• Specific Discharge of Functions (Decision making) Resolved: 'That this Council, under "S101 Local Government Act 1972 re 'Discharge of Functions' give delegated powers to four Councillors, one of which must be the Chair or Vice Chair to respond/make recommendations to Monmouthshire County Council in respect of planning applications received and considered of an urgent nature, during holiday periods and emergency situations where a decision is required within a statutory time period'• Decisions made to be reported back to Full Council at next meeting.

<p>Emergency Committee (Plenary)</p> <p>3 Councillors (<i>one of which must be the Chair or Vice Chair</i>)</p>	<ul style="list-style-type: none"> • Specific Discharge of Functions (Decision making) <i>This Council, under S101 Local Government Act 1972 re ‘Discharge of Functions’ delegates plenary powers to a committee comprising of 3 Councillors (one of which must be the Chair or Vice Chair)’</i> • Meetings <i>to be called via email or telephone, depending on the urgency of the meeting by the Clerk, the Chair or Vice Chair when a decision is required that has either financial, health and safety or operational implications for Council, or is governed by time restraints.</i> • Committee’s Powers (Plenary) <i>are to make agreed decisions on behalf of the Council under the prevailing circumstances</i> • Decisions made to be reported back to Full Council at next meeting. <i>decisions must be ratified by Full Council at the next available meeting.</i>
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