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Notes

- 1) Any reference to specific legislation, or statutory provisions in the attached Constitution shall be automatically deemed to refer to any relevant aspects of any successive legislation or statutory provisions, pending formal updating of the Constitution.
- 2) Reference to specific Officers, Directorates, Departments, Teams, Sections, Units, etc. in the attached Constitution shall be automatically deemed to refer to any successor Officer(s), Directorates, Departments, Teams, Sections, Units, etc. who is/are charged with the same responsibilities, following any future re-organisation / restructuring, save that, for the sake of clarity and proper control, in the case of any ambiguity about who shall exercise a particular delegation of authority, the delegation shall refer to the higher ranking Officer(s) / administrative units.
- 3) Updated – the part of the constitution has been updated and is enclosed

N/C = No change in this re-issue.

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The full Council of 29 Members meeting together is responsible for determining the budget and policy framework of the Council.

Political Balance - Municipal Year 2014/15

The Council comprises 29 elected Members, representing 12 Wards. Since the local Elections of 22nd May 2014, the Council comprises 17 Labour, 9 Conservative and two non-aligned Members. As at July 2014 there is one vacant seat on the Council. This means that the Council is controlled by a Labour Majority.

Elections

Elections are held by thirds, three years out of every four. The next Borough Council elections will be in May 2015.

A change in Electoral arrangements (a possible move to all-out elections every four years) has been considered, but was rejected, at a special meeting of the Council held on 14th June 2010.

Democratic Arrangements

Some Council members are in full-time employment and therefore most Council business is conducted in the evening. The full Council meets approximately every 6 -7 weeks. Meetings are normally open to the public.

A body called the Executive Committee often referred to as the Executive is responsible for implementing Council policies, taking decisions about them and spending the budget. The Executive is responsible for decisions on all matters which are not allocated to the Council's Regulatory Committees or other Committees such as Audit, Governance and Standards , Licensing or Planning Committees; or decisions which are not reserved to be dealt with by the full Council. All Executive Committee meetings are held in public.

The Executive Chair is the Leader of the Council who is elected by the Council for a 4 – year term. The Council can decide to remove the Leader at any time. The Executive has a number of other members, appointed by the Leader. The Leader also looks after the Community Leadership portfolio, which includes the voluntary sector and health.

Six other Executive Committee Members each have responsibility for a Portfolio which comprises a themed group of Council services. The Portfolio Holders are all members of the Controlling Group.

The Portfolios are currently:

- Community Safety and Regulatory Services;
- Corporate Management;
- Housing;

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- Local Environment;
- Leisure & Tourism;
- Planning, Regeneration, Economic Development & Transport.

The Overview & Scrutiny Committee (O&S) has been established to monitor the decisions of the Executive Committee and, via the appointment of Task and Finish Groups, to assist in policy development and review.

All matters that are due to go to the Executive Committee or full Council for decision may be considered by the O&S Committee. All political Groups are, by unanimous decision of the Council, not proportionately represented on this Committee.

The Council's Directorates

The Chief Executive, as "Head of the Paid Service" is in overall charge of the services provided by the Officers of the Council.

Under the Shared Services management arrangements with Bromsgrove District Council, the Council has appointed a Shared Chief Executive. A Deputy Chief Executive has also been appointed and a new single shared senior management team for both Councils put in place, with effect from April 2010.

Officers are organised into three principal Directorates :

1. Finance & Resources Directorate
2. Leisure & Cultural Services Directorate
3. Planning & Regeneration, Regulatory and Housing Services Directorate

Additionally the following Services are led by the Chief Executive:

4. Business Transformation
5. Secretariat / Civic Support Services / Corporate Administration
6. Communications
7. Worcestershire Regulatory Shared Services

(Further information on Management Arrangements is to be found in Part 14 of this Constitution.)