

Name of meeting: Annual Council

Date: 3 June 2014

Title of report: Council Meetings in 2014/15

Is it likely to result in spending or saving £250k or more, or to have a significant effect on two or more electoral wards?	Yes / No or “not applicable” If yes give reason why No
Is it in the Council’s Forward Plan ?	Yes/ No or “not applicable” If yes give date it first went in No
Is it eligible for “call in” by Scrutiny ?	Yes/ No or “not applicable” If no give reason why not N/A
Date signed off by <u>Director</u> & name Is it signed off by the Director of Resources? Is it signed off by the Assistant Director – Legal, Governance and Monitoring?	Yes - 29 May 2014 Yes – 28 May 2014
Cabinet member portfolio	N/A - Proposal produced on behalf of the Leader of the Council following dialogue with Leading Members.

Electoral [wards](#) affected: All

Ward councillors consulted: N/A

Public or private: Public

Recommendation/s

- (1) That Annual Council consider, and resolve, the arrangements for the meetings of Council during 2014/15 and beyond having regard to the proposal set out in the attached report.
- (2) That Annual Council be recommended to approve the delegation of authority to the Assistant Director – Legal, Governance and Monitoring, to make the necessary and consequential changes to the constitution, subject to the outcome of (1) above.

1. Purpose of report

To consider the proposal, developed on behalf of the Leader of the Council, in respect of the arrangements for Council meetings in 2014/15 and beyond. This matter was considered at the meeting of Corporate Governance and Audit Committee on 16 May 2014.

2. Key points

Following discussions at both Council and the Chief Executive's meetings with Leading Members the Leader of the Council has commissioned work to set out proposals for arrangements in respect of Council meetings with effect from the 2014/15 municipal year. Details can be found in the attached report.

At its meeting on 16 May 2014 Corporate Governance and Audit Committee recommended:

- (1) That the proposal for the arrangements of the meetings of Council during 2014/15 and beyond, as detailed within the report, be noted and submitted to Annual Council for consideration.
- (2) That the report be amended, prior to submission to Council, to indicate that meetings of Cabinet will be scheduled at 5pm, prior to meetings of Council, to receive Public Questions, Member Questions and Petitions/Deputations. **NOTE:** The attached report has been amended accordingly.
- (3) That Annual Council be recommended to approve the delegation of authority to the Assistant Director – Legal, Governance and Monitoring, to make the necessary and consequential changes to the constitution, subject to the approval of (1) above.

3. Implications for the Council

Any changes to the arrangements in respect of Council meetings will require amendments to Council Procedure Rules and other parts of the Constitution: It is proposed that such changes be delegated to the Assistant Director for Legal, Governance and Monitoring.

4. Consultees and their opinions

The following have been consulted on the drafting of this report and endorse the proposals contained therein:

The Leader of the Council
The Chief Executive
The Director of Resources
The Assistant Director for Legal, Governance and Monitoring

5. Next steps

Following consideration by Annual Council any consequential changes

to the Constitution will need to be delegated to the Assistant Director for Legal, Governance and Monitoring.

6. Officer recommendations and reasons

- (1) That Annual Council consider, and resolve, the arrangements for the meetings of Council during 2014/15 and beyond having regard to the proposal set out in the attached report.
- (2) That Annual Council be recommended to approve the delegation of authority to the Assistant Director – Legal, Governance and Monitoring, to make the necessary and consequential changes to the constitution, subject to the outcome of (1) above.

7. Cabinet portfolio holder recommendation

The Leader of the Council agrees with the officer recommendation at 6 above.

8. Contact officer and relevant papers

Carl Whistlecraft, Head of Governance and Democratic Services
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Report to (and minutes of) Leading Members meetings on 19 March 2014 and 8 April 2014

Report to (and minutes of) Corporate Governance and Audit Committee on 16 May 2014

9. Assistant Director responsible

Julie Muscroft, the Assistant Director for Legal, Governance and Monitoring