

Public Document Pack

Constitution Working Party

Held at the Chief Executive's Office
on Wednesday 20 August 2014

Present

Councillors Mrs Cowling, Mrs Shields, Clark, Ives and Wainwright.

In Attendance

Janet Waggott, Anthony Winship, Will Baines.

Minutes

1 **Apologies for absence**

Apologies were received from Simon Copley and Phil Long.

2 **Urgent Business**

There were no items of urgent business.

3 **Declarations of Interest**

There were no declarations of interest.

4 **Constitutional Changes: Electronic Submission of motions on notice**

The Council Solicitor circulated a report, which outlined for consideration proposed constitutional changes for the electronic submission of motions on notice.

The Working Party agreed with the recommendations in the report but asked for further clarification on some points for when the report is considered by the Policy and Resources Committee.

Resolved

The report is to be updated to reflect the points raised ready for the Policy and Resources Committee on Thursday 25th September.

5 **Any other business**

Other items which were discussed:

- The Working Party agreed that except for motions which can be moved without notice under Rule 12, notice of every motion should be submitted no later than 5pm, eight working days before the date of the meeting.
- The Working Party agreed that questions on notice at Council should be submitted no later than 5pm, eight working days before the date of the meeting.
- The Working Party agreed that urgent questions with the consent of the chairman to whom the question is to be put should be given to the proper officer by 12 noon on the day of the meeting.
- Further research is to be done by officers into the cost and viability of video recordings at Council and committee meetings.
- The Working Party agreed that where necessary Council procedure rule 21 should be amended to reflect the relevant provisions in the Openness of Local Government Bodies Regulations 2014 allowing the press and public to film and digitally report from all public meetings of local government bodies.
- The Working Party discussed the committee structure and there was a desire from some members that there should be greater delegated authority to the committees in the future.