

To: Councillors Boyce, Hart, C Rosenstiel (Chair), R Smith,  
Stebbings, Ward  
Alternate: Taylor

*Placed on public deposit on 15 November 2005*



## **CIVIC AFFAIRS COMMITTEE**

**Date:** Wednesday 23 November 2005

**Time:** 6.00pm

**Place:** The Guildhall

**Contact:** Cristina Marsh

**Direct Dial:** (01223) 457086

### **AGENDA**

**1** [MINUTES](#)

To confirm the minutes of the meeting held on 27 July 2005.

Pages 1 – 6

**5** **APOLOGIES FOR ABSENCE**

**5** **DECLARATIONS OF INTEREST**

**5** **PUBLIC QUESTION TIME** – see below for detail of the scheme and other public information.

**5** [CODE OF CONDUCT AND DECLARATION OF HOSPITALITY](#)

The Standards Committee considered the attached report at its meeting on 1 November. The Committee agreed that the scheme in Appendix B should be incorporated into the Council's Constitution.

The Civic Affairs Committee is therefore requested to recommend the amendment to the Constitution to Council.

For Decision

(Contact officer: Simon Pugh, Head of Legal & Democratic Services, tel. 01223 457401)

Pages 7 - 14

**6** [MEMBERS' ALLOWANCES](#)

The Panel's draft report, which is attached, has also been circulated to Group Leaders in response to a request from Councillors at the Annual Meeting in May 2005.

The Panel is meeting representatives from the three Groups on 17 November to discuss its draft report. Its final report will be circulated to the Committee following this session.

Based on the Panel's findings, the Committee is requested to recommend to Council an Allowances Scheme for the Municipal Year May 2006-07.

**7 NOTICES OF MOTION TO COUNCIL**

At its meeting on 27 July, the Committee recommended changes to the budget procedure to require advance notice to be given of budget amendments. The Committee agreed to consider whether wider changes should be made to Council procedure to require advance notice and publication of other amendments moved at Council meetings. The Committee's views are sought. (Contact officer: Simon Pugh, Head of Legal & Democratic Services, tel. 01223 457401)

- 8 CONSTITUTION REWORDING TO IMPLEMENT THE DECISION MADE BY COUNCIL TO CHANGE THE BUDGET MAKING PROCEDURE.** (Contact officer: Simon Pugh, Head of Legal & Democratic Services, tel. 01223 457401)  
Pages 21 - 26

- 9 PERIODIC ELECTORAL REVIEWS** (Contact officer: Simon Pugh, Head of Legal & Democratic Services, tel. 01223 457401)  
Pages 27 - 32

**10 DATES OF MEETINGS 2006**

The committee is asked to agree for the 2006 cycle:  
Wednesday 25 January; 29 March or 5 April and 28 June (for the Accounts and Audit Regulations). Monday 15 May is already agreed.

**Information for the public**

You are welcome to attend this meeting as an observer.

You can ask questions on an issue included on the agenda, or on an issue which is within this committee's powers. If you wish to ask a question related to an agenda item contact the committee officer (listed above under 'contact') **before the meeting starts.** If you wish to ask a question on a matter not included on this agenda, please contact the committee officer by 10.00am the working day before the meeting. Further details concerning the right to speak at committee can be obtained from the committee section.

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