

**PERIODIC ELECTORAL REVIEW AND
LOCAL GOVERNMENT ACT SUB-COMMITTEE**

19 March 2002
(6.00 – 7.10pm)

PRESENT: Councillors Howarth (Chair), Bagnall, C Rosenstiel and Taylor

FOR THE INFORMATION OF THE COUNCIL

02/q/08 **MINUTES**

The minutes of the meeting held on 8 February 2002 were confirmed as a correct record and signed by the Chair.

02/q/09 **APOLOGIES**

An apology for absence was received from Councillor Durrant.

02/q/10 **DECLARATIONS OF INTEREST**

There were no declarations of interest.

02/q/11 **PUBLIC QUESTION TIME**

No members of the public wished to address the Sub-Committee.

02/q/12 **DRAFT CONSTITUTION**

The Head of Legal and Democratic Services presented a report which included the revised draft of the Council's new Constitution.

Section 4 of the report invited the Sub-Committee to comment on specific issues. The Sub-Committee's views and comments in relation to each paragraph number as shown were as follows:

- 4.1.1 The Sub-Committee agreed that the term "Executive Councillor" be used to describe each portfolio holder.
- 4.1.2 The Sub-Committee agreed that the term "Scrutiny Committee" be used to describe each overview and scrutiny committee, so as to make a distinction from regulatory committees.
- 4.1.3 The Sub-Committee agreed that the "Administration, Property and Assets" Portfolio be renamed "Commercial and Human Resources", subject to there being no preferred suggestion put forward before the final adoption of the Constitution.

4.1.4 The Sub-Committee agreed that the “Policy, Strategy and Community Leadership” Portfolio be renamed “Strategy”.

4.2 The Sub-Committee agreed that responsibility for all property matters and oversight of support services and trading organisations be vested in the Executive Councillor for Commercial and Human Resources.

The Sub-Committee agreed that consideration be given to responsibility for benefits matters being vested in the Executive Councillor for Housing and Health.

4.3 The Sub-Committee agreed on the name “Civic Affairs Committee”.

The Sub-Committee agreed that membership of the Homelessness Appeals Sub-Committee be drawn from the Housing and Health Scrutiny Committee.

4.4 The Sub-Committee suggested that the sizes of committees under the new structure be the same as those of the corresponding committees under the old structure, with the exception of the Strategy Scrutiny Committee, which might comprise fewer members than City Board. The Civic Affairs Committee should probably be relatively small.

4.5 The Sub-Committee noted the anticipated changes to working groups.

4.6 The Sub-Committee agreed that a new Council convention be created, stating that whipping is permitted for pre-scrutiny, but not for post-scrutiny.

The Sub-Committee then considered other aspects of the draft Constitution. Its views and comments in relation to each paragraph number of parts of the draft Constitution as shown were as follows:

Part 2 – Articles of the Constitution

7.5.2 The Sub-Committee agreed that the words “If the Leader ceases to hold office ...” be replaced by “If there is a casual vacancy in the office of Leader...”

15.3.2 The Sub-Committee agreed that a commitment to publish the Constitution on the Council’s web-site be included, and that no fee should be charged for the provision of paper copies to members of the public who had requested them.

Part 3 – Discharge of Council Functions

5.2 The Sub-Committee noted that references to parish councils had been included within the terms of reference of the Civic Affairs Committee, although they were currently not relevant to the City Council.

7. The Sub-Committee agreed that a commitment to review on a regular basis the usefulness of each working party be included.

8. The Chief Executive pointed out that reference to the Local Strategic Partnership would need to be included.

Part 4A – Council Procedure Rules

- 36.1 The Sub-Committee agreed that the words “and for the length of time” be added between “extent” and “necessary” in the final sentence.

- 38.1 The Sub-Committee agreed that the following be inserted after “The Leader of the Council”: “, the Deputy Leader and other Executive Councillors”.

Appendix B Councillors Taylor and C Rosenstiel pointed out that the procedure for accepting e-mail petitions agreed by the Property and Administration Sub-Committee needed to be added. The Property and Administration Sub-Committee had also requested the Head of Legal and Democratic Services to include guidelines on the kind of content matter that could result in a petition being disallowed.

Appendix E Councillor Bagnall suggested that it would be useful to have e-mail addresses for Council departments and sections, rather than just for individuals.

Resolved (with no votes against) that the draft Constitution be amended in line with the views and comments set out above, before being submitted to City Board.

The meeting closed at 7.10pm.

CHAIR