

PROCEDURES COMMITTEE

FRIDAY, 30 SEPTEMBER 2022

Present:

Councillors Bullivant, Connett, H Cox, Haines, MacGregor, Nuttall (Chair), Parker (Vice-Chair) and L Petherick

Members Attendance:

Councillors Nutley

Apologies:

Councillors Khan and Thorne

Officers in Attendance:

Martin Flitcroft, Chief Finance Officer & Head of Corporate Services
Sarah Selway, Democratic Services Team Leader & Deputy Monitoring Officer
Phil Shears, Managing Director
Paul Woodhead, Head of Legal Services & Monitoring Officer to the Council

11. MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting on 15 July 2022 were agreed as a correct record and signed by the Chair.

12. DECLARATIONS OF INTEREST

None.

13. REPORT OF THE INDEPENDENT REMUNERATION PANEL

The Chair of the Independent Remuneration Panel presented the recommendations of the Panel.

Members raised the following points:-

- Recommendation 5 and 6 - The Overview and Scrutiny Chairs and Deputy Chairs Special Responsibility Allowance (SRA) to remain at the status quo and be reviewed in 2023/24 following the 2023 Election;
- Recommendation 7 and 8 - Concerns regarding the proposed separation of the Chairs/Deputy of Council SRA to an allowance and a support budget; should look to compare with similar Local Authorities;

- Recommendation 14 - It was Council Policy that Licencing and Regulatory sub-committee determined extension of time for taxi applications relating to taxis over 10 year – did not support this being a delegated function;
- Recommendation 16 - The Standards Committee Chair SRA should be reviewed again by the IRP; Standards Committee Chair to provide the IRP with details of duties and time commitment;
- Recommendation 14 - Council Policy was that Licencing and Regulatory sub-committees determined extension of time for taxi applications relating to taxis over 10 year - not in support of this being delegated to officers;
- Recommendation 20 - Welcomed the Parental Leave Policy: discussion took place regarding the SRA proposed payments; noted the six-month attendance legislation;
- Recommendation 21 – clarity regarding what constitutes a meeting that supports a travel claim; did this include Town and Parish meetings as this varies for each Ward Member; Group Leaders to ask their members views on what meetings could be covered.

14. REVISIONS TO THE CONSTITUTION

RESOLVED that the report be deferred to enable Members to cross reference the proposed amendments with report from the Centre of Governance and Scrutiny. A further meeting of Procedures Committee be convened to look at the amendments prior to going to Full Council on 29 November 2022.

15. MEMBERS INDUCTION PROGRAMME MAY 2023

Members discussed the availability of training sessions, the development of an Annual Training programme and giving advance notice to candidates after the close of nominations of the Induction Programme asking them to indicate what session they could attend if elected.

The Democratic Services Team Leader and Deputy Monitoring Officer clarified that where possible two training sessions on each topic would be offered at different times.

The Head of Legal and Monitoring Officer commented that there was a need to ensure that officers delivering the training achieved a work life balance.

Members noted the report.

Chair