

PROCEDURES COMMITTEE

MONDAY, 2 OCTOBER 2023

Present:

Councillors Bullivant (Vice-Chair), Clarence (Chair), H Cox, Keeling, MacGregor, Ryan, Thorne and Wrigley

Apologies:

Councillor Daws

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

6. ELECTION OF DEPUTY CHAIR

RESOLVED that Cllr Bullivant be elected Vice Chair for the 2023/2024 municipal year.

7. DECLARATIONS OF INTEREST

None.

8. MINUTES OF THE PREVIOUS MEETING

RESOLVED that the minutes of the meeting held on 22 February 2023 be approved as a correct record and signed by the Chair subject to an amendment that *down* be added to the sentence 'for the changes to be broken *down* and presented over a period of time and not in one document'.

9. RECOMMENDATION FROM FULL COUNCIL - INCREASE IN FINANCIAL LIMITS

The Executive Member for Corporate Resources presented the recommendation to increase the financial limits.

In response to Members, the Chief Finance Officer & Head of Corporate Services confirmed he would provide a report for Full Council detailing the implications and benefits of the changes.

RECOMMENDED to Council that the financial limits Key Decisions at 3.4.7 in the constitution be increased as follows:

- Revenue £100,000
- Capital £250,000

And any other references to these limits be amended accordingly.

10. RECOMMENDATION FROM FULL COUNCIL - OVERVIEW & SCRUTINY COMMITTEE

The Leader presented the recommendation to revert to one Overview & Scrutiny Committee he proposed that this would be with effect from 1 January 2024.

Members discussed the appropriate size of a single Overview & Scrutiny Committee and raised concerns regarding the engagements of all Members in the Scrutiny function. It was noted by Members that this proposal did not include the Audit Scrutiny Committee.

RECOMMENDED to Full Council that the Overview & Scrutiny Committees are merged to have one Overview & Scrutiny Committee of 26 Members this would come into effect on 1 January 2024.

11. REVISION OF THE MEMBER AND OFFICER PROTOCOL

The Head of Legal & Monitoring Officer presented the revisions to the Member/Officer Protocol.

Members raised concerns that all Members should have input into this document.

The Head of Legal & Monitoring Officer advised that the Protocol would be considered by Full Council and therefore all Members would have an opportunity to have their input into the Protocol.

RESOLVED that Group Leaders discuss with their Members and feedback to the next Procedures Committee meeting on this matter.

Chairman