

Structural & Procedural Review Sub-Committee

29 January 2002

Minutes of the meeting of the **Structural & Procedural Review Sub-Committee** held on **29 January 2002** when there were present:

Cllr R E Vingoe – Chairman

Cllr R F R Adams
Cllr T G Cutmore
Cllr D R Helson
Cllr G A Mockford

Cllr C R Morgan
Cllr P F A Webster
Cllr Mrs M A Weir

OFFICERS PRESENT

P Warren - Chief Executive
R J Honey - Corporate Director (Law, Planning and Administration)
J Bostock - Principal Committee Administrator

91 MINUTES

The Minutes of the meeting held on 11 December 2001 were approved as a correct record and signed by the Chairman.

92 STANDARDS COMMITTEE – RECRUITMENT OF INDEPENDENT AND PARISH REPRESENTATIVES

The Sub-Committee considered the report of the Chief Executive on the appointment of Independent and Parish Representatives to the Standards Committee.

(i) Independent Members

In discussing proposals for the recruitment of Independent Members, the Sub-Committee noted that appointees must not have been a Councillor for a period of 5 years preceding appointment to a Standards Committee.

The Sub-Committee agreed a motion moved by Councillor P F A Webster and seconded by Councillor D R Helson adjusting a paragraph of the proposed person specification.

RECOMMENDED

- (1) That authority be delegated to the Chief Executive to appoint two Independent Members to the Standards Committee via

Structural & Procedural Review Sub-Committee

29 January 2002

public advertisement, the appointments to be made on a 4 year basis to tie in with the District Council's Electoral Cycle.

- (2) That paragraph (ii) of the Person Specification be revised to indicate that applicants will need to live in the District and have a good knowledge of its communities.(CE)

(ii) Parish Members

Responding to Member questions, Officers advised that:-

- It was not anticipated that the Standards Committee would meet very often.
- The appointed representative would be given training and any problems could be addressed as they arise.
- In Chairing the proposed meeting of Town/Parish Councils, in the case of a tie in the vote, the District would have the casting vote.

RECOMMENDED

- (1) That the District Council convene and Chair a meeting of all the Town/Parish Councils to determine a suitable Parish/Town Council nomination to the Standards Committee. Councils to be asked to forward suitable candidates for consideration in advance of the meeting. Each Parish to be afforded a single vote with the successful candidate being appointed as the Parish/Town Councils representative.
- (2) That, given the differing election cycles of the various Town/Parish Councils, the appointment be on a yearly basis running in tandem with the Municipal Year. (CE)

(iii) Model Code of Conduct – Advertisement

The Corporate Director (Law, Planning and Administration) referred the Sub-Committee to a requirement that District and Town/Parish Councils place press advertisements relating to adoption of the new Model Code of Conduct. Members endorsed the proposal of the Corporate Director that liaison be undertaken with Parish/Town Councils with a view to a sharing of the associated costs.

Structural & Procedural Review Sub-Committee
29 January 2002

RECOMMENDED

That Officers liaise with the Town/Parish Councils with a view to a sharing of the costs associated with the press advertisement relating to the new Code of Conduct. (CD(LP&A))

93 PUBLIC ACCESS TO WORKING GROUPS

The Sub-Committee considered the report of the Corporate Director (Law, Planning and Administration) on Working Group Protocol as it relates to public access.

RECOMMENDED

That, subject to the adjustment of paragraph 12 of Working Group Protocol to read as follows, the existing Working Group Protocol be confirmed:-

“Representatives of the media, other organisations and members of the public will not be admitted to meetings of Working Groups save where invited to attend by a majority of those District Council Members of the Group that may be present at the meeting concerned”. (HAMS)

The meeting closed at 7.40pm.

Chairman.....

Date