

Report to the Constitution and Members Services Standing Scrutiny Panel



Date of meeting: 27 July 2011

Portfolio Holder: Leader
Subject: Council Procedure Rules – Reports on Outside Organisations

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Decisions Required:

To consider whether reports by representatives on outside bodies should only be submitted in writing and, if so, to recommend an amendment to Council Procedure Rules.

Report

1. Council Procedure Rule 2 sets out the order of business at ordinary Council meetings.
2. Paragraph (ix) states that the Council will:

"receive reports about and receive questions and answers on the business of joint arrangements and external organisations.
3. The Panel will note that the nature of the report (whether oral or written) is not specified. The Panel's attention is drawn to reports by the Overview and Scrutiny Committee Chairman and Portfolio Holders at Council meetings under Rule 2 (viii) which are required to be in writing and therefore circulated with the Council agenda. This is because under Rule 11.1, those reports can be the subject of questions without notice by other Councillors.
4. The Panel asked that the need for written reports under 2(ix) should be considered. If this is supported, the word "written" should be inserted before "reports" in the first line. This change to the Constitution requires the approval of the Overview and Scrutiny Committee and the Council.