

Agenda Item No:

Report No:

Report Title: Update to Constitution: Provision for Officers to speak at Full Council meetings

Report To: Council

Date: 15 October 2014

Ward(s) Affected: All

Report By: Catherine Knight, Assistant Director of Corporate Services

Contact Officer(s)-

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Purpose of Report:

To update the Constitution to include provision for Officers to speak at Full Council meetings with consent and where appropriate.

Officers Recommendation(s):

- 1 That the change to Part 4 - Rules of Procedure - Council Procedure Rules, as set out in the Appendix to this Report, be approved; and
 - 2 That the Assistant Director of Corporate Services updates the Constitution to reflect the change set out in this Report.
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Reasons for Recommendations

- 1 To ensure that the Constitution is kept updated in light of the Council's current arrangements and procedures.

Information

- 2 The past convention on officers speaking at Full Council at Lewes District Council has been that the meetings are principally Councillor led and that officers, on the whole, do not participate. If there has been a need for officer advice, the Council has gone into committee mode to allow for that.
- 3 However, over the years, the need for participation by Directors and other statutory officers (such as the Chief executive, the Section 151 Officer and the Monitoring Officer) has increased in frequency, in order to allow officers to be asked questions for clarification purposes and to give information which would assist Councillors in making informed decisions.

- 4 Adding this proposed provision for officers to speak, with consent, at the meetings will allow Councillors to request and consider officer advice without the need to go into and out of committee mode.
- 5 Allowing officers to speak at Full Council will mirror the approach taken at meetings of Eastbourne Borough Council.

Financial Appraisal

- 6 There are no significant financial implications arising from these recommendations.

Sustainability Implications

- 7 I have completed the Sustainability Implications Questionnaire and there are no significant effects as a result of these recommendations.

Legal Implications

- 8 None, other than those set out in the body of the Report.

Risk Management Implications

- 9 There are no risk management implications arising as a result of these recommendations. If the recommendations are not implemented, the main risk will be that the Constitution is not updated and does not reflect the Council's current arrangements and procedures.

Equality Screening

- 10 I have completed the initial Equality Analysis screening exercise and no potential negative impacts were identified as a result of these recommendations. Therefore, a full Equality Analysis is not required.

Background Papers

- 11 None

Appendix

- 12 **Appendix** – Part 4, Rules of Procedure, Council Procedure Rules, paragraph 8, page D5