

## CIVIC AFFAIRS COMMITTEE

MONDAY, 17 DECEMBER 2012

### DECISIONS

Set out below is a summary of the decisions taken at the Civic Affairs Committee held on Monday, 17 December 2012. Decisions made by the Portfolio Holder will be subject to call-in. Recommendations made to the Cabinet or to the Council are not subject to call-in. The wording used does not necessarily reflect the actual wording that will appear in the minutes.

If you have any queries about any matters referred to in this decision sheet please contact Patrick Adams (Agenda) Graham Aisthorpe-Watts (Minutes).

#### 1. AMENDMENTS TO THE COUNCIL'S CONSTITUTION

The Committee **RECOMMENDED** to Council: -

- A) That the revised Access to Information Procedure Rules, as set out in Appendix A to the report, be adopted.
- B) That, subject to officers investigating an explanation of the term 'significant', the Constitution be amended to reflect the new definitions of a key decision, as detailed in paragraph 9 of the report.
- C) That paragraph 1.2 of the Executive Procedure Rules be amended to read "the Executive will meet at least six times per year at times to be agreed by the Leader".
- D) That paragraph 3.1 of the Executive Procedure Rules be amended to read "Individual Portfolio Holders may take decisions outside of a formal meeting where expedient to do so. Formal meetings, when held, will be held in public in accordance with the provisions of Procedure Rules 1.3 and 1.6 above".
- E) That any reference to prejudicial interests in the Executive Procedure Rules be amended to read "disclosable pecuniary interests".
- F) That the following paragraph under the Responsibility for Council Functions on pages 41 and 42 of the Constitution in respect of the Corporate Governance Committee be removed: -  
  
"to receive quarterly, the strategic risk register, covering reports and other associated documents presented to the appropriate portfolio holder, together with the minutes of the portfolio holder meetings, to monitor that the strategic risk register has been properly considered by the portfolio holder".
- G) That, subject to the Scrutiny and Overview Committee's agreement, the name of the Scrutiny and Overview Committee be changed to "Overview and Scrutiny Committee".
- H) That the Constitution be amended to include the process set out in Appendix C attached to the report for dealing with a Councillor Call for Action.

- I) That the Scrutiny and Overview Committee be allocated as the Council's Crime and Disorder Committee and it meets in this capacity at least once a year, or as required, and the Constitution be amended to reflect this accordingly.
- J) That the term "Task and Finish Group" be used throughout the Constitution in place of the term "Task and Finish Panel", where appropriate.
- K) That paragraph 2.2 of the Council Procedure Rules be deleted.

## **2. DISCUSSION PAPER: SETTING UP OF PARISH AND TOWN COUNCILS**

The Committee

### **AGREED**

- A) To submit a response to the consultation document on the basis that the Committee had concerns over a proposal to reduce the timescale for Community Governance Reviews from twelve months to six months.
- B) To consider the implications and proposed way forward regarding the establishment of a new Parish or Town Council at Northstowe at the Committee's next meeting.