

Committee: CONSTITUTION TASK GROUP
Date: 24 MARCH 2003
Agenda Item No: 7
Title: ANNUAL MEETING OF THE COUNCIL
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Summary

- 1 This report suggests a number of changes to the Council Procedure Rules relating to Annual Meetings of the Council.

Background

- 2 Council Procedure Rule 1.1 sets out details regarding the timing and business to be conducted at the Annual Meeting of the Council. In general these rules ensure that the business is transacted in an efficient way.
- 3 However, there are three areas where it is considered that the rule does not assist in the smooth running of the Annual Meeting.

Suggested Changes

- 4 Rule 1.1 (iv) states that the Annual Meeting will “approve the minutes of the last meeting”. The agenda for the Annual Meeting, particularly following elections, is generally very detailed and complex and focuses on appointments to committee and outside bodies.
- 5 It is considered that it would enable the smoother running of the business and enable Members to focus on the matters in hand if the Minutes of the “last meeting” were included on the agenda for the next ordinary meeting.
- 6 Rule 1.1(x) states that the Annual Meeting will “agree the scheme of delegation”. It is considered that it is unnecessary to agree the scheme annually and it would best be dealt with on an ad hoc basis when the need arises.
- 7 Rule 1.1 (xi) states that the Annual Meeting will “approve a programme of ordinary meetings of the Council and its committees for the year”. In practice the programme of meetings has always been agreed at an earlier meeting to enable Councillors to plan the year ahead. It is suggested that this has worked well and should be deleted from Rule (xi).

RECOMMENDED that Members determine whether Procedure Rules 1.1 (iv), (x) and (xi) should be deleted from the Section relating to Annual Council Meetings.

Background Papers: Council Procedure Rules.