

APPENDIX A

Title – Substitute Allocations

Background

Within the current Constitution the Area Planning Committees specify the exact number of Substitute Members allocated to each recognised political group; this is specified under Part 4.3 and allows for a maximum of two named substitute members from each group represented on the committee.

The Strategic Planning Committee under Part 4.2 specifies that groups may appoint substitutes "...in accordance with the proportionalities in force at the time...".

The Executive is prohibited from appointing substitute members.

In relation to other formal committees (covered by the LGA 1972), apart from specifying there can be named substitutes, the Constitution is silent on the number of named substitutes.

Proposal

Given that the Constitution is currently silent on the specifics of named substitutes for most formal committees (covered by the LGA 1972), it is suggested that this be addressed.

The proposal would be that the Council adopt the approach detailed for the Strategic Planning Committee, in that the number of named substitutes permitted for a group is proportionate to the number of full members appointed by a group to a specific committee.

For example, if a group has three full members they would be permitted a maximum of three named substitutes. If a group had six full members they would be permitted a maximum of six named substitutes, etc.

To be noted

Adoption of the proposal would not disenfranchise any existing nominated substitute members.

Adoption of the proposal would allow certainty to groups in relation to the nominees that they need to find to comply with substitute numbers.

There is no legal requirement for a group to appoint named substitutes, however by appointing substitute members it increases both the likelihood of committee meetings being quorate in the event of full members being absent and that political balance on a committee is retained.

The management of substitute arrangements is a matter for the respective political group.

APPENDIX B

Title – Democracy and Standards Committee Voting Rights

Background

The Committee is constituted of 7 NNC members and 4 Town/Parish members. Currently the 4 Town/Parish members have full voting rights on the Committee. There are no caveats as to what they may or may not vote on in relation to the Committee's agenda.

It is being suggested that some caveats are put in place with regard to their voting rights, as there may be issues that arise where it is appropriate that only NNC members determine.

The primary reason for Town/Parish members representation on the Committee relates to the Code of Conduct and the "standards regime", it is not to determine matters relating to the overall governance of NNC, formulating proposals or consultation responses on boundary reviews etc.

Proposal

That caveats be introduced that prohibit Town/Parish members from voting on matters that are the sole responsibility of NNC but do not impact on the Members' Code of Conduct or "standards regime" applicable to Town/Parish members. Town/Parish members would still be eligible to participate in discussions on the Committee's agenda, however in a non-voting capacity.

To be noted

No Town/Parish representatives have yet been appointed, so any changes to their level of participation or role will not impact on current postholders.

NNC have no remit to determine matters relating to the operation or governance of town and parish councils. The responsibility only extends to the Member Code of Conduct and determination of allegations of breaches of said Code.

If the proposal is agreed, the quorum for the Committee would need to be amended to read – "The quorum shall be 3 NNC members of the Committee, but where matters pertain to the Member Code of Conduct or "standards regime" applicable to Town/Parish members, the quorum for consideration of such items shall be 3 NNC members and one Town/Parish member.

APPENDIX C

Title – Start Time of Full Council Meetings

Background

Part 3.2 Meeting Procedure Rules states in relation to Full Council meetings “*Meetings will commence at 7:00 pm at a place or places to be agreed by the Council. The Chair, or the Council, can agree to hold a meeting at a different place or time*”.

Annual Council agreed the Ordinary Full Council meeting dates for 2021/22.

It is being suggested that in order to ensure there is adequate time for the business of Full Council meetings to be considered in an appropriate manner, the usual start time of meetings be moved to 2:00 pm.

It is envisaged that the business of some meetings will still take several hours to determine, it is felt that an earlier start time would provide more flexibility for debate.

It was recognised that the Budget Full Council meeting to be held in February may be particularly lengthy, and officers would consult with the Chair of the Council with regard to the potential start time of that meeting.

Proposal

That the current 1.2 of Part 3.2 Meeting Procedure Rules be amended to read –

“Meetings will usually commence at 2:00 pm at a place to be agreed by the Council. The Chair, or the Council, can agree to hold a meeting at a different place or time”.

To be noted

The timing of meetings may impact on the working or caring commitments of members. A change to daytime meetings may assist or hinder attendance. Carer Allowance is claimable by members where appropriate.

Changes to the start time of meetings may impact on the attendance of the general public. This may be alleviated going forward by potentially live-streaming meetings and posting on You Tube or a similar platform.

