

Constitution Committee

Agenda

Date: Thursday, 21st November, 2019
Time: 2.00 pm
Venue: Committee Suite 1, 2 & 3, Westfields, Middlewich Road,
Sandbach CW11 1HZ

The agenda is divided into 2 parts. Part 1 is taken in the presence of the public and press. Part 2 items will be considered in the absence of the public and press for the reasons indicated on the agenda and in the report.

It should be noted that Part 1 items of Cheshire East Council decision-making meetings are audio recorded and the recordings are uploaded to the Council's website.

PART 1 – MATTERS TO BE CONSIDERED WITH THE PUBLIC AND PRESS PRESENT

1. **Apologies for Absence**

2. **Declarations of Interest**

To provide an opportunity for Members and Officers to declare any disclosable pecuniary and non-pecuniary interests in any item on the agenda.

3. **Public Speaking Time/Open Session**

In accordance with paragraph 2.32 of the Committee Procedure Rules, a period of 10 minutes is allocated for members of the public to address the meeting on any matter relevant to the work of the Committee. Individual members of the public may speak for up to 5 minutes but the Chairman or person presiding will decide how the period of time allocated for public speaking will be apportioned where there are a number of speakers. Members of the public are not required to give notice to use this facility. However, as a matter of courtesy, a period of 24 hours' notice is encouraged.

Members of the public wishing to ask a question at the meeting should provide at least three clear working days' notice in writing and should include the question with that notice. This will enable an informed answer to be given.

4. **Member Speaking**

To provide an opportunity for any member to speak in relation to any aspect of the constitution.

5. **Minutes of Previous meeting** (Pages 3 - 10)

To approve the minutes of the meeting held on 19th September 2019.

6. **Addition of Rudheath Lodge Liaison Committee to List of Outside Organisations** (Pages 11 - 14)

To consider a report which seeks approval for the addition of Rudheath Lodge Liaison Committee to the list of outside organisations and for the Committee to make an appointment to the Liaison Committee.

7. **The Future of the Cheshire East Mayoralty** (Pages 15 - 22)

To consider proposed arrangements for reviewing the Mayoralty.

8. **Appointment and Rights and Privileges of Honorary Aldermen** (Pages 23 - 26)

To consider a report on the appointment of former members of the Council with the requisite service as Honorary Aldermen; the report also discusses the rights and privileges of both Honorary Aldermen and Freeman.

9. **Council Meeting Arrangements** (Pages 27 - 54)

To consider a report on proposed changes to Council and other meeting arrangements and the results of a survey of all members.

10. **Formal Resolution to Move to a Committee System Form of Governance**

To consider a report on the formal resolution to move to a committee system form of governance (report to follow).

THERE ARE NO PART 2 ITEMS

Membership: Councillors M Asquith, R Bailey, M Benson, J Bratherton, L Crane, S Edgar, T Fox, G Hayes, S Hogben (Vice-Chairman), A Martin, R Moreton, B Murphy, J Nicholas (Chairman) and P Williams

CHESHIRE EAST COUNCIL

Minutes of a meeting of the **Constitution Committee**
held on Thursday, 19th September, 2019 at Committee Suite 1, 2 & 3,
Westfields, Middlewich Road, Sandbach CW11 1HZ

PRESENT

Councillor J Nicholas (Chairman)
Councillor S Hogben (Vice-Chairman)

Councillors R Bailey, M Benson, J Clowes (for Cllr Asquith), L Crane, S Edgar, L Jeuda (for Cllr Bratherton), A Martin, R Moreton, B Murphy, A Stott (for Cllr Fox) and K Parkinson (for Cllr Hayes)

Officers

Jan Bakewell, Director of Governance and Compliance
Brian Reed, Head of Democratic Services and Governance
Martin Smith, Registration and Civic Services Manager
Phil Christian, Business Intelligence Manager
Stuart Penny, Planning Policy and CIL Manager
Paul Mountford, Executive Democratic Services Officer

Other Members Present

Councillors L Gilbert, B Puddicombe and J Rhodes

Apologies

Councillors M Asquith, J Bratherton, T Fox, G Hayes and P Williams

The Chairman welcomed Jan Bakewell, Director of Governance and Compliance, to her first meeting of the Constitution Committee.

11 DECLARATIONS OF INTEREST

Councillor S Edgar declared a non-pecuniary interest in Item 11 on the agenda relating to the Mayoralty, as Deputy Mayor.

12 PUBLIC SPEAKING TIME/OPEN SESSION

Ted Wall referred to the item on the agenda relating to the Mayoralty and commented that any changes should be aimed at cutting the cost of the Mayoralty.

13 MEMBER SPEAKING

Councillor L Gilbert said that the introduction of the Members Enquiries Service had represented a fundamental change in the relationship between members and officers and that member involvement in the setting up of the service had been limited. He added that there was no constitutional basis for the service. The Head of Democratic Services and

Governance responded that the service had been set up to ensure that local ward members received responses to their enquiries and that it relieved the burden on members without undermining existing relationships. The Committee agreed that a review of the service should be added to its work programme.

14 MINUTES OF PREVIOUS MEETING

RESOLVED

That the minutes of the meeting held on 15th July 2019 be approved as a correct record.

15 COMMUNITY GOVERNANCE REVIEW: BACKGROUND AND TERMS OF REFERENCE

The Committee considered a report on the background to the community governance review. The report included the terms of reference for the review which had been approved previously.

RESOLVED

That the report be noted.

16 COMMUNITY GOVERNANCE REVIEW: PROJECT UPDATE

The Committee considered a report on the progress made to date with the community governance review. In particular, it reported on:

- the impact of the recent local and European elections on the review timeline;
- the analysis of wards which would inform the review; and
- the draft documents which would form the basis of the initial pre-consultation engagement with residents.

The Head of Democratic Services and Governance had delegated authority to make any further necessary adjustments to the timeline as the review progressed.

The report had been considered by the Community Governance Review Sub-Committee at its meeting on 31st July 2019 which had recommended approval of the report's recommendations.

At the Committee meeting, members expressed the view that the pre-consultation survey questionnaire should make it clear that those questions relating to religion and ethnicity were optional.

RESOLVED

That the Committee approves

1. the process and amended timeline attached as Appendix A to the report, noting that the Head of Democratic Services and Governance has delegated authority to make any further necessary adjustments to the timeline as the review progresses;
2. that the analysis of wards attached as Appendix B be published as part of the pre-consultation survey; and
3. the initiation of the pre-consultation survey based upon the text attached at Appendix C.

17 COMMUNITY GOVERNANCE REVIEW: COMMUNICATIONS AND CONSULTATION PLAN

The Committee considered a report on the communications and consultation plan for the community governance review.

The report provided an update on the method for delivering and communicating the output of the pre-consultation survey and in particular reported on:

- the timing of the publication of the pre-consultation output to support the development of the options, which would be consulted upon within the formal consultation; and
- the communication activity that would support the publication of the pre-consultation output.

The report had been considered by the Community Governance Review Sub-Committee at its meeting on 31st July 2019 which had recommended approval of the report's recommendations.

RESOLVED

That the Constitution Committee approves

1. the proposed timings of the publication of the pre-consultation survey output; and
2. the proposed amendments to the communication plan for supporting and promoting public engagement around the pre-consultation survey output.

18 COMMUNITY GOVERNANCE REVIEW: ELECTORATE FORECASTS

The Committee considered a report on electorate forecasts for the community governance review.

The main rationale for the forecasts was to assess how the size and geographical distribution of electorates was likely to change in the coming years, so that electors could be fairly distributed among councillors.

The report had been considered by the Community Governance Review Sub-Committee at its meeting on 31st July 2019 which had recommended approval of the report's recommendations.

RESOLVED

That the Constitution Committee approves

1. the methodology and assumptions used in the Council's CGR Electorate Forecasts Technical report attached in Appendix A to the report, which it is acknowledged involves making some variations to the general approach outlined by the Local Government Boundary Commission for England's guidance (as summarised in paragraph 5.2 of the report), and that its findings are taken forward for consideration as part of the next stage of the community governance review process;
2. that the proposals for new housing identified in the Council's Local Plan be used as a sense check against the figures forecast by the technical report in Appendix A to the report, and they be used as a further consideration at the next stage of the community governance review process; and
3. that in approving the matters above, the Committee notes the impact on communities and the need for data to be appropriate at the relevant time; and a report be prepared for the Community Governance Review Sub-Committee for options to be considered.

19 APPOINTMENT OF MEMBERS TO INDEPENDENT REMUNERATION PANEL

The Committee considered a report seeking approval to appoint three individuals to the Independent Remuneration Panel.

Brief details of each individual were circulated at the meeting.

RESOLVED

That

1. Professor Steve Leach be re-appointed as a member of the Independent Remuneration Panel;
2. Amanda Ramsden be re-appointed as a member of the Independent Remuneration Panel;
3. Jacqueline Grinham be appointed as the third member of the Independent Remuneration Panel;
4. Professor Leach continue in his role as Chairman of the Panel;
5. the individuals named above be appointed for a four year term of office, to commence immediately and to end in September 2023;
6. Panel members be recompensed for expenses and that an allowance be paid to the Chairman in recognition of his role, as detailed in the financial implications section of the report;
7. the Panel be asked to give consideration to making future provision for the Members' Allowances Scheme, by reference to an index, the adjustment to be applied on an annual basis for a period of up to four years;
8. the Panel be asked to give consideration to developing a Members' Allowances Scheme to reflect a proposed new system of governance for the Council; co-ordinating its work with the Governance Working Group, with the Panel's report being considered by Council when it considers constitutional proposals for the proposed committee system; and
9. the Panel be asked to consider and make recommendations on the proposed Members' Parental Leave Policy.

20 CIVIC ISSUES AND THE MAYORALTY

The Committee considered a report which reviewed the options for the Council's civic arrangements and the future style of the Cheshire East Mayoralty. The report dealt with a number of issues concerning how the Mayoralty should be operated in future, including the degree of formality pertaining to the position of Mayor, the policy on Mayoral transport, the number of official engagements undertaken by the Mayor and the appointment of a Mayor's chaplain and the offering of prayers at Council meetings.

The Chairman had received written comments on the report from Councillor M Warren which were read out at the meeting.

Members noted that the principle of whether to continue with a Mayor was to be considered in conjunction with the current review of governance arrangements. In this respect, members felt that consideration of the

issues in the report, with the exception of the Mayoral transport, should be deferred until the future of the Mayoralty had been decided.

The question of the Mayoral transport required urgent consideration as the agreement between the Council and the provider of the Mayoral vehicle had already expired. However, members felt that they had insufficient information to consider the matter at the meeting and it was suggested that a more detailed report on the options and financial implications should be considered at a forthcoming meeting of the Corporate Overview and Scrutiny Committee.

RESOLVED

That

1. subject to resolution 2 below, consideration of the issues in the report be deferred until the future of the Mayoralty has been decided in conjunction with the review of the Council's governance arrangements; and
2. a report on the options relating to the Mayoral car be submitted to a meeting of the Corporate Overview and Scrutiny Committee.

21 REVIEW OF COUNCIL AND MEETING ARRANGEMENTS

The Committee considered a report which addressed a number of practical issues relating to Council and other meeting arrangements.

It was felt that a proposal to hold the meetings of certain committees in the evenings should be deferred to enable the chairmen of those committees to be consulted.

RESOLVED

That

1. it be recommended to Council that
 - (a) with effect from the start of the next municipal year, all ordinary meetings of the Council be held on Wednesdays;
 - (b) Council meetings other than the Annual Council meeting continue to be held in Sandbach, at Sandbach Town Hall, but where a larger venue is needed for a particular occasion, a suitable venue in an alternative location be used;
 - (c) with effect from the start of the next municipal year, all ordinary Council meetings start at 11.00 am;

- (d) at meetings of Council and the Cabinet, a maximum period of two minutes be allowed for each member wishing to ask a question during members' question time, and a maximum period of two minutes be allowed for each member of the public wishing to speak or ask a question during public speaking time, subject to the Chairman having discretion to vary this requirement where he/she considers it appropriate;
 - (e) at meetings of Council, a total period of two minutes be allowed in which the proposer and seconder of a motion under Paragraph 1.34 of the Council Procedure Rules (a Notice of Motion) may speak in order to explain the purpose of the motion before the motion is dealt with; and
 - (f) the Director of Governance and Compliance be authorised to make such amendments to the Constitution as she considers necessary to give effect to the changes recommended above; and
- 2. the chairmen of the planning committees, overview and scrutiny committees and the Public Rights of Way Committee be consulted to secure their views on some meetings being held in the evening, and other potential opportunities for evening meetings be explored; and
 - 3. members' comments in relation to the arrangements for visiting members attending Cabinet meetings be brought to the attention of the Leader.

The meeting commenced at 2.00 pm and concluded at 5.35 pm

Councillor J Nicholas (Chairman)

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Working for a brighter future together

Constitution Committee

Date of Meeting: 21 November 2019

Report Title: Addition of Rudheath Lodge Liaison Committee to List of Outside Organisations

Senior Officer: Brian Reed, Head of Democratic Services and Governance

1. Report Summary

- 1.1. This report seeks approval for the addition of Rudheath Lodge Liaison Committee to the list of Outside Organisations and for the Committee to make an appointment to the Liaison Committee.

2. Recommendations

- 2.1. That Rudheath Lodge Liaison Committee be added to the list of Category 2 Outside Organisations; and
- 2.2. Councillor Andrew Kolker be appointed as the Council's representative with Councillor Les Gilbert as nominated deputy.

3. Reasons for Recommendations

- 3.1. It is important for the Council to appoint members to Outside Organisations to ensure that it continues to represent the interests of both the Authority and the wider community.

4. Other Options Considered

- 4.1. Not applicable.

5. Background

- 5.1. Planning permission reference 17/3605W for silica sand extraction on Land at Rudheath Lodge, New Platt Lane, Cranage and Allostock, Cheshire CW4 8HJ was granted in July 2019. Condition 31 of the approval required that a liaison group be established "in accordance with Planning Statement

Appendix O – Proposed Scheme for the Establishment of a Local Liaison Committee”.

- 5.2. Under the proposed scheme, the membership of the Liaison Committee was to comprise one elected representative from each of the following councils - Cheshire East Council, Cheshire West and Chester Council, Cranage Parish Council, Allostock Parish Council, Goostrey Parish Council and Holmes Chapel Parish Council.
- 5.3. As this is a new outside organisation to the Council, the Liaison Committee is required to be added to the list of Outside Organisations so that an appointment can be made.
- 5.4. It is proposed that the Rudheath Lodge Liaison Committee be added to the Category 2 List for appointment by the Constitution Committee, as this is in line with the other Quarry Liaison Committees to which the Council already appoints.
- 5.5. It is proposed that the local ward members be appointed as the Council’s representatives on the Rudheath Lodge Liaison Committee.

6. Implications of the Recommendations

6.1 Legal Implications

6.1.1 Whilst membership of Outside Organisations carries with it the potential for personal liability for elected Members undertaking such roles as ancillary to their status as a Councillor, particularly in respect of trusteeships, Cheshire East Borough Council has resolved to put in place for elected Members the maximum indemnity which is allowed by law.

6.1.2 Section 111 of the Local Government Act 1972 empowers local authorities to do anything which is calculated to facilitate, or is conducive or incidental to the discharge of any of their functions, and Section 2 of the Local Government Act 2000 empowers them to do anything they consider likely to achieve the object of the promotion of the economic, social or environmental well-being of their area. In addition, there is now the general power of competence under the Localism Act 2011. These are the main provisions which the Council would rely on to appoint members to Outside Organisations or to select those bodies to which they are appointed.

6.2 Finance Implications

6.2.1 There are no financial implications identified.

6.3 Policy Implications

6.3.1 There are no direct policy implications.

6.4 Equality Implications

6.4.1 There are no direct equality implications.

6.5 Human Resources Implications

6.5.1 There are no direct human resources implications.

6.6 Risk Management Implications

6.6.1 The failure to appoint Members to outside organisations could have a direct or indirect impact on the organisations, which can be mitigated by the operation of a procedure for making timely appointments to ensure Council representation.

6.7 Rural Communities Implications

6.7.1 There are no direct implications for rural communities.

6.8 Implications for Children & Young People/Cared for Children

6.8.1 There are no direct implications for children and young people.

6.9 Public Health Implications

6.9.1 There are no direct implications for public health.

6.10 Climate Change Implications

6.10.1 There are no direct implications for climate change.

7. Ward Members Affected

7.1 Dane Valley ward – Councillors L Gilbert and A Kolker.

8. Access to Information

8.1 Background documents:

Planning Application [17/3605W - Rudheath Lodge](#)

9. Contact Information

9.1 Any questions relating to this report should be directed to the following officer:

Name: Rachel Graves

Job Title: Democratic Services Officer

Email: rachel.graves@cheshireeat.gov.uk



Working for a brighter future together

Constitution Committee

Date of Meeting: 21 November 2019

Report Title: The Future of the Cheshire East Mayoralty

Senior Officer: Jan Bakewell, Director of Governance and Compliance

1. Report Summary

- 1.1. At its meeting held on 17th October 2019 Council resolved that “this Council asks the Constitution Committee to carry out a review of the Cheshire East Mayoralty and report back to full Council with recommendations before the start of the municipal year 2020/21”.
- 1.2. This report makes a recommendation to the Committee, as to how it might respond to the Council resolution.

2. Recommendations

- 2.1. That an eight Member, cross-party, politically proportionate (3:2:2:1) working group be established to review the Cheshire East Mayoralty and make recommendations to the Constitution Committee.
- 2.2. That the Working Group, when established, adopt the terms of reference outlined in Appendix 1.
- 2.3. That the Working Group, when established, be presented with the background-information outlined in Appendix 2.

3. Background

- 3.1 Many Members contributed to the debate at Council on 17th October on the future of the Cheshire East Mayoralty. It is clear that there is a range of views on this issue. Tasking a Working Group to review this issue in detail would appear to be the most appropriate way to move the issue forward. Such an approach would ensure that all relevant information is taken into consideration and that, if seen to be appropriate, a range of options are developed for discussion at a future meeting of Constitution Committee. The Committee may take the view, as it did with the establishment of the Governance Working Group, that the Real Independent Group are invited to attend meetings, without having voting rights.

- 3.2 The Committee is asked for its views on the suggested Terms of Reference outlined in Appendix 1, and the background information that it is suggested should be provided to a Working Group (Appendix 2).

4. Implications of the Recommendations

4.1. Legal Implications

- 4.1.1. There are no direct legal implications arising from the recommendations of this report, but the legal position will be monitored dependant upon the progress of the review.

4.2. Finance Implications

- 4.2.1. There could be some financial implications resulting out of the recommendations made by a Working Group to the Constitution Committee. Any recommendations will be fully costed.

4.3. Policy Implications

- 4.3.1. Council policy in relation to the role of the Mayor may change as a result of recommendations made to Constitution Committee.

4.4. Equality Implications

- 4.4.1. There are no equality implications.

4.5. Human Resources Implications

- 4.5.1. There are no direct HR implications.

4.6. Risk Management Implications

- 4.6.1. There are no risk management implications.

4.7. Rural Communities Implications

- 4.7.1. There are no implications for rural communities.

4.8. Implications for Children & Young People / Cared for Children

- 4.8.1. There are no implications for children and young people or cared for children.

4.9. Public Health Implications

- 4.9.1. There are no implications for public health.

4.10. Climate Change Implications

- 4.10.1. There are no direct climate change implications, although a change of policy in relation to a Mayoral vehicle could reduce the Council's Carbon dioxide emissions.

5. Ward Members Affected

5.1. No individual Ward members are affected.

6. Access to Information

6.1. There are no supporting documents.

7. Contact Information

7.1. Any questions relating to this report should be directed to the following officer:

Name: Martin Smith

Job Title: Registration and Civic Services Manager

Email: martin.r.smith@cheshireeast.gov.uk

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**TERMS OF REFERENCE FOR A WORKING GROUP
REVIEWING THE CHESHIRE EAST MAYORALTY**

1. Review and make recommendations as to whether Cheshire East should continue to have a ceremonial / civic Mayor (and Deputy Mayor).
2. If recommending that the Borough should cease to have a ceremonial / civic Mayor make recommendations as to how and by whom meetings of Council should be chaired, and who should represent the Council on formal occasions such as Royal visits.
3. If recommending that Cheshire East should continue to have a ceremonial / civic Mayor, review whether that person should continue to Chair meetings of Council, making any necessary recommendations in respect of alternative ways of working.
4. If recommending that Cheshire East is to continue to have a ceremonial / civic Mayor, review and make recommendations in relation to:
 - The formality of the role, including such issues as the wearing of robes and the use of the ceremonial mace.
 - The appointment of a Chaplain and the related issues of holding a civic service and the saying of prayers at the start of Council meetings.
 - The workload expected of a Mayor and Deputy Mayor and the types of events that should be attended.
 - The relationship with Town Mayors across the Borough.
 - Council policy in relation to the provision of a Mayoral vehicle.
 - The support that should be provided to the Mayor.
 - The Mayor's role in supporting charities.

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BACKGROUND INFORMATION TO BE PROVIDED TO WORKING GROUP

1. The full costs associated to the positions of Mayor and Deputy Mayor, including allowances, transport and staffing.
2. A detailed breakdown of Mayoral activities over a twelve-month period including information on the types of events attended, their locations and the times of day they took place.
3. Comparative information on the civic arrangements of other Unitary Authorities.
4. Details of the charities supported by Cheshire East Mayors and monies raised.
5. Information about how town and parish councils might be able to share the workload of civic events, if it was proposed that some of these should be taken-on by such councils.

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Working for a brighter future together

Constitution Committee

Date of Meeting: 21 November 2019

Report Title: Appointment and Rights and Privileges of Honorary Aldermen

Senior Officer: Jan Bakewell, Director of Governance and Compliance

1. Report Summary

- 1.1. This report informs the Committee of those former Members of the Council, who have the requisite service, in order for Council to consider their appointment to the position of Honorary Aldermen. This report also discusses the rights and privileges of both Honorary Aldermen and Freemen.

2. Recommendations

- 2.1. That the former Members of Cheshire East Council, named in paragraph 3.5 of the report, be offered the position of Honorary Aldermen.
- 2.2. That a Special Meeting of Council be held immediately before the Regular meeting of Council on 20 February 2020 to appoint new Honorary Aldermen.
- 2.3. That free tickets to the Royal Cheshire Show and RHS Show at Tatton be no longer offered to Honorary Aldermen and Freemen.

3. Background

- 3.1 The Local Government Act 1972 confers to Council the power to appoint Honorary Freemen and Aldermen. This must take place at a Special meeting of Council.
- 3.2 Special Council meetings have been held, on two occasions in the past, to appoint Honorary Aldermen, following Council elections. The first of these meetings was held at the Lyceum Theatre, Crewe in 2011; this was a "stand-alone" meeting. On the second occasion, the meeting was held at Tatton in 2016, immediately following that year's Mayor Making.
- 3.3 Council policy, agreed in 2010, states that, to be appointed as an Honorary Aldermen, former Councillors must have served for a minimum of twelve years (not necessary consecutively), with Cheshire East or a predecessor authority. Those former Members who stood-down, or who lost their seats in May, and who were first elected to the Shadow Authority in 2008, only have eleven years

Cheshire East service. To be appointed as an Honorary Aldermen, they would need to have served on one of the predecessor authorities.

- 3.4 A small number of Members who stood down or lost their seats in May 2019 had been appointed to the position of Honorary Alderman by a predecessor authority prior to the creation of Cheshire East, or by Cheshire East. These former Members are now automatically Cheshire East Honorary Aldermen. The former Members in question are:

Mr Ainsley Arnold
Mrs Mo Grant
Mr Derek Hough

- 3.5 There are a number of former Members who left the Authority in May 2019 following the elections, who have served for twelve or more years; they qualify to be appointed as Honorary Aldermen; the former Members are:

Mrs Rhoda Bailey
Mr Gary Barton
Mr Gordon Baxendale
Mr Derek Bebbington
Mr Harold Davenport
Mrs Hilda Gaddum
Mr Simon McGrory
Mr Jamie Macrae
Mr Rod Menlove
Mrs Gill Merry
Mr Barry Moran
Mr Howard Murray

Mr Michael Parsons
Mr George Walton

- 3.6 Council, at its meeting in October 2019, resolved that the Constitution Committee should review issues relating to the Mayoralty. It will be some months before the outcome of this review is known. As the format of Annual Council could change as a result of this review, it would not appear appropriate to recommend, at the present time, that a Special meeting of Council be held immediately after that meeting. This report therefore recommends that such a meeting be held in February 2020, immediately before that month's Council meeting.
- 3.7 The rights and privileges of both Honorary Freeman and Honorary Aldermen are identical. These were agreed by Council some years ago, and include an invitation being given to them to civic events (of which there are very few) and an offer of two free tickets each year for the Royal Cheshire Show and the RHS Show at Tatton.
- 3.8 In both 2018 and 2019 Group Leaders, recognising the constraints on public expenditure, decided that it would be inappropriate for Members to receive free Show tickets, even though by resolution of Council they, along with Honorary

Aldermen and Freemen were entitled to them. When Honorary Freemen and Aldermen were contacted during the early part of 2019 in order to enquire whether they wanted tickets for the Shows, they were informed that the practice was being reviewed and 2019 could be the last year they were offered. The cost of providing tickets in 2019 was £987.

- 3.9 The Committee is asked to review the practice of offering free Show tickets to Honorary Aldermen and Freemen. It is recommended that the practice be discontinued.

4. Implications of the Recommendations

4.1. Legal Implications

- 4.1.1. There are no direct legal implications.

4.2. Finance Implications

- 4.2.1. A small financial saving will be made if the practice of offering free Show tickets is discontinued. .

4.3. Policy Implications

- 4.3.1. There are no short term policy financial implications.

4.4. Equality Implications

- 4.4.1. There are no equality implications.

4.5. Human Resources Implications

- 4.5.1. There are no HR implications.

4.6. Risk Management Implications

- 4.6.1. There are no risk management implications.

4.7. Rural Communities Implications

- 4.7.1. There are no implications for rural communities.

4.8. Implications for Children & Young People / Cared for Children

- 4.8.1. There are no implications for children and young people or cared for children.

4.9. Public Health Implications

- 4.9.1. There are no implications for public health.

4.10. Climate Change Implications

- 4.10.1. There are no climate change implications.

5. Ward Members Affected

5.1. No individual Ward members are affected.

6. Access to Information

6.1. There are no supporting documents.

7. Contact Information

7.1. Any questions relating to this report should be directed to the following officer:

Name: Martin Smith

Job Title: Registration and Civic Services Manager

Email: martin.r.smith@cheshireeast.gov.uk



Working for a brighter future together

Constitution Committee

Date of Meeting: 21st November 2019.

Report Title: Council Meeting Arrangements

Senior Officer: Head of Democratic Services and Governance

1. Report Summary

Council, on 17th October 2019, considered a report on meeting arrangements, which provided an opportunity for the meeting to determine whether changes should be made. During the debate, it was proposed that Members should be given a further opportunity to comment upon the proposals in the report, before the matter was considered further.

An exercise has been undertaken to secure the views of Members. This report will enable the Committee to consider Member responses, in order for it to make recommendations to Council.

2. Recommendation

- 2.1. That the Committee consider its original recommendations to Council upon meeting arrangements, together with the submissions made by Members, before making its recommendations to the December meeting of Council.

3. Background

- 3.1. On 19th September 2019, the Committee considered a report, which addressed a number of practical issues relating to meeting arrangements.
- 3.2. The Committee made a series of recommendations to Council on 17th October 2019. The report appears at Appendix A.
- 3.3. During the debate at the Council meeting, views were expressed that Members should be given a further opportunity to comment upon the proposals in the report, before the matter was considered further.

3.4. Following the meeting of Council, a survey was sent to Members. This can be seen at Appendix B.

3.5. Officers have analysed the survey responses, and a summary of that analysis appears at Appendix C.

4. Implications of the Recommendations

The recommendations of the Committee will inform the decision of Council at its December meeting. If Council decides that changes should be made to the Council's meeting arrangements, these will need to be reflected in the Council's Constitution.

4.1. Legal Implications

Any changes to the Council's meeting arrangements must be reflected in the Council's Constitution.

4.2. Finance Implications

No direct finance implications would arise from the recommendations of this report.

4.3. Policy Implications

No direct policy implications would arise from the recommendations of this report, other than those matters which would be reflected in the Council's Constitution.

4.4. Equality Implications

The Committee will consider practicalities relating to its meeting arrangements, such as the day upon, and the time at which, Council should meet. The recommendations made by the Committee will take account of the needs of those with disabilities, who currently find it difficult to find parking provision in Sandbach Town Centre, as a consequence of meetings taking place on Market Day.

4.5. Human Resources Implications

No direct human resources implications would arise from the recommendations of this report.

4.6. Risk Management Implications

No direct risk management implications would arise from the recommendations of this report.

4.7. Rural Communities Implications

No direct rural communities implications would arise from the recommendations of this report.

4.8. Implications for Children & Young People/Cared for Children

There are no direct implications for children and young people.

4.9. Public Health Implications

There are no direct implications for public health.

4.10. Climate Change Implications

Current difficulties experienced by Members in seeking parking spaces on the day of Council might result in additional driving around Sandbach in order for some Members to find car parking provision. The proposed change of day of Council meetings, to avoid Market Day, would minimise this.

5. Ward Members Affected

There would appear to be no direct issues relating to particular Wards.

6. Consultation & Engagement

All Members have been given the opportunity to participate in a survey, in order to secure their feedback upon the matters previously considered by the Committee and Council.

7. Access to Information

Other than the documents appended to this report, there are no background documents.

8. Contact Information

8.1. Any questions relating to this report should be directed to the following officer:

Name: Brian Reed

Job Title: Head of Democratic Services and Governance

Email: brian.reed@cheshireeast.gov.uk

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Working for a brighter future together

Council

Date of Meeting: 17 October 2019

Report Title: Review of Council and Cabinet Meeting Arrangements

Senior Officer: Brian Reed, Head of Democratic Services and Governance

1. Report Summary

- 1.1. This report raises a number of matters for the Council's consideration regarding the arrangements for Council and other meetings. These matters were considered by the Constitution Committee at its meeting on 19th September 2019. The Committee's views and recommendations are set out in this report.

2. Recommendations

That Council approve

- 2.1. That with effect from the start of the next municipal year, all ordinary meetings of the Council be held on Wednesdays.
- 2.2. That Council meetings other than the Annual Council meeting continue to be held in Sandbach, at Sandbach Town Hall, but where a larger venue is needed for a particular occasion, a suitable venue in an alternative location be used.
- 2.3. That with effect from the start of the next municipal year, all ordinary Council meetings start at 11.00 am.
- 2.4. That at meetings of Council and the Cabinet, a maximum period of two minutes be allowed for each member wishing to ask a question during members' question time, and a maximum period of two minutes be allowed for each member of the public wishing to speak or ask a question during public speaking time, subject to the Chairman having discretion to vary this requirement where he/she considers it appropriate.
- 2.5. That at meetings of Council, a total period of two minutes be allowed in which the proposer and seconder of a motion under Paragraph 1.34 (a

Notice of Motion) may speak in order to explain the purpose of the motion before the motion is dealt with.

- 2.6. That the Director of Governance and Compliance be authorised to make such amendments to the Constitution as she considers necessary to give effect to the changes recommended above.

3. Reasons for Recommendations

- 3.1. To consider a number of issues raised by members in relation to Council and Cabinet meeting arrangements.

4. Other Options Considered

- 4.1. Any other options considered are outlined in the report.

5. Background

Moving the day of Council meetings

- 5.1. At the moment, with the exception of the Annual Council meeting in May, all meetings of the Council are held at the Town Hall in Sandbach on Thursdays.
- 5.2. Thursday in Sandbach is Market Day. This attracts a considerable number of people into the town centre whilst also reducing the amount of public car parking available. This presents difficulties for some of the 82 members of Cheshire East Council, some of whom find it difficult to find a parking space within a reasonable walking distance of the Town Hall. It also presents problems for those members who have mobility issues. The Constitution Committee therefore recommends that Council meetings be held on Wednesdays, given that Cabinet meetings are usually held on Tuesdays, and that members prefer to avoid Mondays and Fridays for meetings where possible.

Alternative venues for Council meetings

- 5.3. The Constitution Committee considered, as a possible alternative solution, whether Council meetings should be held in towns other than Sandbach. In the past, Council meetings have been held at venues in Macclesfield, Crewe and Congleton although this did not prove popular with some members having to travel greater distances. In addition, the meeting rooms available in some locations were less than ideal and the acoustics were quite poor. Sandbach has therefore established itself as the optimal location, given its central geographical position in the Borough. Where a larger venue is needed for a particular occasion, a suitable alternative venue has been used such as Tatton Park for Mayor-making and Crewe Alexandra Football Club for the Local Plan.

- 5.4. The Constitution Committee, having considered the matter, resolved to recommend to Council that Council meetings other than the Annual Council meeting continue to be held in Sandbach but where a larger venue is needed for a particular occasion, a suitable venue in an alternative location be used.

Consistent start time for Council meetings

- 5.5. Members also expressed the view that the start time for Council meetings should be consistent throughout the year. At the moment, the meetings in July and October are held at 2.00 pm, with the remaining meetings starting at 11.00 am. However, some members have now expressed the view that there should be a consistent start time for Council meetings. It is recommended that this should be 11.00 am as currently applies to the majority of Council meetings.
- 5.6. The Constitution Committee, having considered the matter, resolved to recommend to Council that in future, all ordinary Council meetings should start at 11.00 am.

Public and Member speaking time for Council and Cabinet

- 5.7. It has been suggested that a specific period of time should be allowed for each speaker during public and member speaking/question times at Council and Cabinet meetings.

Member questions at Council and Cabinet meetings

- 5.8. Currently, at Council meetings, a period of 30 minutes is allowed for members' questions. There is no specific time allocated to individual members.
- 5.9. At Cabinet meetings, a period of 20 minutes is set aside for questions to be put to Cabinet Members by members of the Council. Again, there is no specific time allocated to individual members. The Leader or person presiding will determine how Cabinet question time will be allocated.

Public Speaking/Questions at Council and Cabinet meetings

- 5.10. At Council meetings, a period of 15 minutes is allocated for members of the public to speak.
- 5.11. At Cabinet meetings, a period of 10 minutes is allocated for public speaking. Members of the public are normally allowed to speak for up to 5 minutes each, but the Leader or person presiding will decide how the public speaking time will be allocated where there are a number of speakers.
- 5.12. The time taken by a Cabinet member or a committee chairman in responding to a question is not counted as part of the time available.

- 5.13. Concern has been expressed about the amount of time allocated to individual public speakers at Council meetings where there are a large number of people wishing to speak; often resulting in other speakers being restricted in terms of time. This has led to calls for a specific period to be allocated to each speaker as of right.
- 5.14. In considering this matter, the Constitution Committee had regard to the need to balance adequate public and member speaking arrangements with the need to allow sufficient time for consideration of the substantive reports on the agenda and the significant decisions that arise from those reports.
- 5.15. The Constitution Committee, having considered the matter, resolved to recommend to Council that at meetings of Council and the Cabinet, a maximum period of two minutes be allowed for each member wishing to ask a question during members' question time, and a maximum period of two minutes be allowed for each member of the public wishing to speak or ask a question during public speaking time, subject to the Chairman having discretion to vary this requirement where he/she considers it appropriate.

Procedure for Dealing with Notices of Motion at Council meetings

- 5.16. Paragraph 1.34 and Appendix 2 of the Council Procedure Rules, relating to Notices of Motion at Council meetings, provide that:
- “When a Motion has been moved and seconded the mover and seconder shall not be entitled to make a speech if the Mayor decides that it shall stand referred without discussion to such of those bodies as the Mayor may determine, for determination. However, if the Mayor considers it conducive to the despatch of business, the motion may be dealt with at the meeting at which it is initially considered.”
- 5.17. There is a view among some members that this Rule should be amended to allow the proposer and seconder of the motion at the Council meeting to make a brief statement on the purpose of the motion before Council decides whether to refer it to a decision-making body.
- 5.18. Under the current rules, the proposer and seconder of a motion under Paragraph 1.34 may speak first on the motion when it is considered by the decision-making body to which it has been referred by Council. The matter is then opened up for wider discussion. At that meeting, the members considering the motion will have the benefit of a detailed report on the matter.
- 5.19. The Constitution Committee, having considered the matter, resolved to recommend to Council that at meetings of Council, a total period of two minutes should be allowed in which the proposer and seconder of a motion under Paragraph 1.34 (a Notice of Motion) may speak in order to explain the purpose of the motion.

6. Implications of the Recommendations

6.1. Legal Implications

6.1.1. There are no particular legal implications arising from this report, which concerns the administrative arrangements for the Council and other meetings within the existing legal framework for such meetings.

6.1.2. There may be consequential amendments to the constitution arising from any changes to the current arrangements for meetings.

6.2. Finance Implications

6.2.1. There are no particular financial implications.

6.3. Policy Implications

6.3.1. There are no particular policy implications.

6.4. Equality Implications

6.4.1. There are no particular equality implications.

6.5. Human Resources Implications

6.5.1. There are no particular human resources implications.

6.6. Risk Management Implications

6.6.1. There are no particular risk management implications.

6.7. Rural Communities Implications

6.7.1. There are no particular implications for rural communities.

6.8. Implications for Children & Young People/Cared for Children

6.8.1. There are no particular implications for children and young people.

6.9. Public Health Implications

6.9.1. There are no particular implications for public health.

6.10. Climate Change Implications

6.10.1. There are no particular implications for climate change.

7. Ward Members Affected

7.1. There are no particular ward implications.

8. Consultation & Engagement

8.1. No consultation arrangements are envisaged.

9. Access to Information

- 9.1. The constitution can be found on the Council's website.

10. Contact Information

- 10.1. Any questions relating to this report should be directed to the following officer:

Name: Paul Mountford
Job Title: Executive Democratic Services Officer
Email: paul.mountford@cheshireeast.gov.uk

Council and Meeting Arrangements - 2019

The purpose of this survey

At the meeting of Council on 17th October 2019, Members considered a report on Meeting Arrangements. During the debate, views were expressed that a questionnaire or survey should be sent to all Members in order to secure their feedback upon the proposals which had been considered by the meeting.

The following questions are based upon the relevant recommendations in the report, and provide an opportunity for Members to submit their views, which will be considered by the Constitution Committee on 21st November 2019.

Please provide your response to this survey by **7th November 2019**.

Completing this survey

Please take the opportunity to let us know what you think about the Library service by completing and returning this survey by **Thursday 7th November 2019**. You can return your survey in the following ways:

- By using the freepost return envelope that comes with this questionnaire to return it in the post
- By returning it to us at Research and Consultation, Cheshire East Council, Westfields, Middlewich Road, Sandbach, CW11 1HZ

The survey should take roughly 20 minutes to complete, though you do not have to complete all questions if you do not wish to do so.

Your confidentiality is assured

We comply with all laws concerning the protection of personal information, including the General Data Protection Regulation (GDPR). Any personal information you supply will remain strictly confidential and anonymous and will be held and used in line with the Data Protection Act 2018. The information you provide will only be used by Cheshire East Council to analyse the results of surveys and inform decision making, or to contact you about volunteering opportunities if you indicate in the survey you would like us to do so. We will not pass on your personal information to any other third parties, without your prior consent. Your response will be stored and kept in line with the council's retention schedule. To find out how we use your information see our privacy policy at www.cheshireeast.gov.uk/privacy.

Contact us

For any queries about this survey please contact Brian.reed@cheshireeast.gov.uk

Section 1 – Council and Meeting arrangements

1. The Constitution Committee proposed, that as a consequence of issues associated with Thursday Market Day in Sandbach, Council meetings should take place on Wednesdays with effect from the new Municipal Year. Do you agree or disagree with the change in day of Council meetings from Thursday to Wednesday? Please tick one box only

Agree

☐

Disagree

☐

2. Please use the space below to indicate if you have any alternative suggestion, providing details of this suggestion and any reasons why Please write in below

3. The Committee also proposed that Sandbach Town Hall be used as the default venue for all Council meetings, always accepting that other venues may be needed to respond to specific issues e.g. likely high attendance of members of the public, and Mayor Making at Tatton. Sandbach Town Hall has consistently been suitable in terms of central location in the Borough, and has good acoustics. Do you agree or disagree that Sandbach Town Hall be used as the default venue for all Council meetings? Please tick one box only

Agree

☐

Disagree

☐

4. Please use the space below to indicate if you have any alternative suggestion, providing details of this suggestion and any reasons why Please write in below

5. Whilst it was recognised that there were varying views, the Committee recommended that all Council meetings should commence at 11.00am, except in exceptional circumstances. Currently, meetings commence at 11.00am or 2.00pm, depending upon the time of year. Do you agree or disagree all Council meetings should commence at 11.00am, except in exceptional circumstances?

Please tick one box only

Agree

☐

Disagree

☐

6. Please use the space below to indicate if you have any alternative suggestion, providing details of this suggestion and any reasons why *Please write in below*

7. The Committee also proposed that a maximum period of 2 minutes should be allowed for each Member wishing to ask a question during Members' question time at Cabinet and Council meetings, and that a maximum period of 2 minutes be allowed for each member of the public wishing to ask a question or speak during public speaking time (with the Chair's discretion to extend this period). Do you agree or disagree that a maximum period of 2 minutes should be allowed for each Member wishing to ask a question during Members' question time at Cabinet and Council meetings? *Please tick one box only*

Agree

☐

Disagree

☐

8. Please use the space below to indicate if you have any alternative suggestion, providing details of this suggestion and any reasons why *Please write in below*

9. Do you agree or disagree that a maximum period of 2 minutes should be allowed for each member of the public wishing to ask a question or speak during public speaking time (with the Chair's discretion to extend this period)? Please tick one box only

Agree

☐

Disagree

☐

10. Please use the space below to indicate if you have any alternative suggestion, providing details of this suggestion and any reasons why Please write in below

11. The Committee recommended that new arrangements should apply to the way in which Council deals with Notices of Motion. Currently, there is no provision which allows the mover and seconder to speak. The new arrangements would allow the mover and seconder, jointly, to speak for a maximum period of 2 minutes in support of their Notice of Motion. Do you agree or disagree that the mover and seconder, jointly, to speak for a maximum period of 2 minutes in support of their Notice of Motion)? Please tick one box only

Agree

☐

Disagree

☐

12. Please use the space below to indicate if you have any alternative suggestion, providing details of this suggestion and any reasons why Please write in below

Thank you for completing this survey. Please return it in the freepost envelope provided, or to your local library, by **Thursday 7th November 2019**. This survey is printed mainly in Calibri font size 12. If you require a copy in larger print please contact Brianreed@cheshireeast.gov.uk

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Review of Council and Cabinet Meeting Arrangements

At the meeting of Council on 17th October 2019, Members considered a report on Meeting Arrangements. During the debate, views were expressed that a questionnaire or survey should be sent to all Members in order to secure their feedback upon the proposals which had been considered by the meeting.

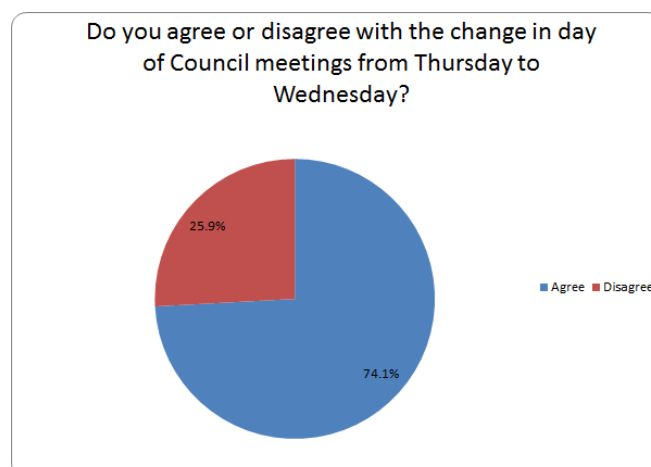
The following questions are based upon the relevant recommendations in the report, and provide an opportunity for Members to submit their views, which will be considered by the Constitution Committee on 21st November 2019.

A total of 63 Responses to this survey were provided by 7th November 2019.

Summary of results

1. The Constitution Committee proposed, that as a consequence of issues associated with Thursday Market Day in Sandbach, Council meetings should take place on Wednesdays with effect from the new Municipal Year.

Do you agree or disagree with the change in day of Council meetings from Thursday to Wednesday?



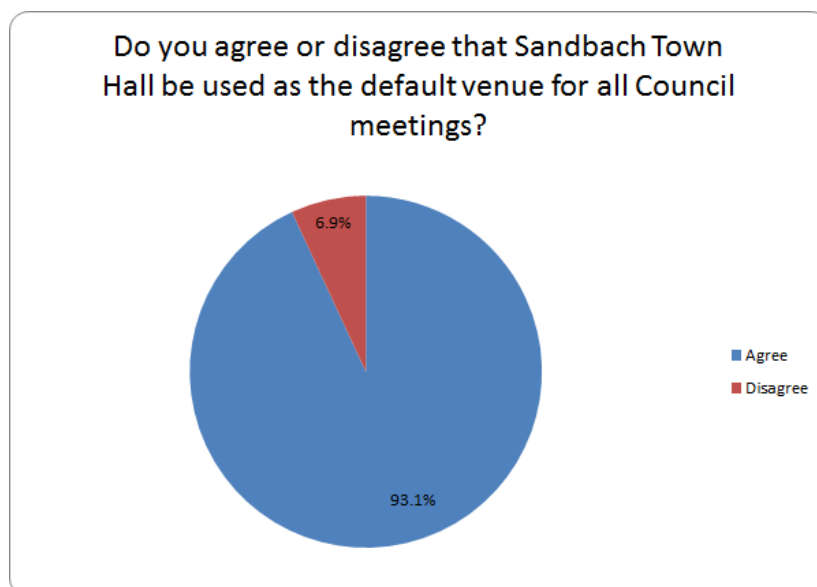
58 responses were made to this question

The below comments were made in response to question 1:

Thursday is more conducive to enable my attendance at meetings and is long set as the day which is used for Council business. I don't believe the Market Day/parking has ever created undue problems.
This would create issues for the Council's Planning Committees. It would be better to leave Council meetings on Thursdays.
Keep things as they are as many people have arranged their working week around Thursday
Saturdays
This is acceptable to me - PROVIDED Planning Committee Days can be avoided.
Monday Tuesday Friday could be considered too
Could also try Monday, Tuesday or Friday
The requirement is that most Scrutiny meetings take place on Thursdays therefore it makes it easier for any working hrs / time off to be established with any employee
I have no preference for either of the days. Wednesday is probably marginally better.
Agreed, market days best avoided. Would personally be open to any other weekday.
I have found it difficult to combine the Council Meeting with Market Day
I prefer Thursday, 2pm, at Sandbach
Disagree - for Council meetings to take place on Wednesdays. There are only 5 a year and parking at the council car park isn't a long distance and works fine, I don't see it as a problem as there isn't really much inconvenience. In fact I think it is good for the public to see councillors meeting makes them think we are doing something.

2. The Committee also proposed that Sandbach Town Hall be used as the default venue for all Council meetings, always accepting that other venues may be needed to respond to specific issues e.g. likely high attendance of members of the public, and Mayor Making at Tatton. Sandbach Town Hall has consistently been suitable in terms of central location in the Borough, and has good acoustics.

Do you agree or disagree that Sandbach Town Hall be used as the default venue for all Council meetings?



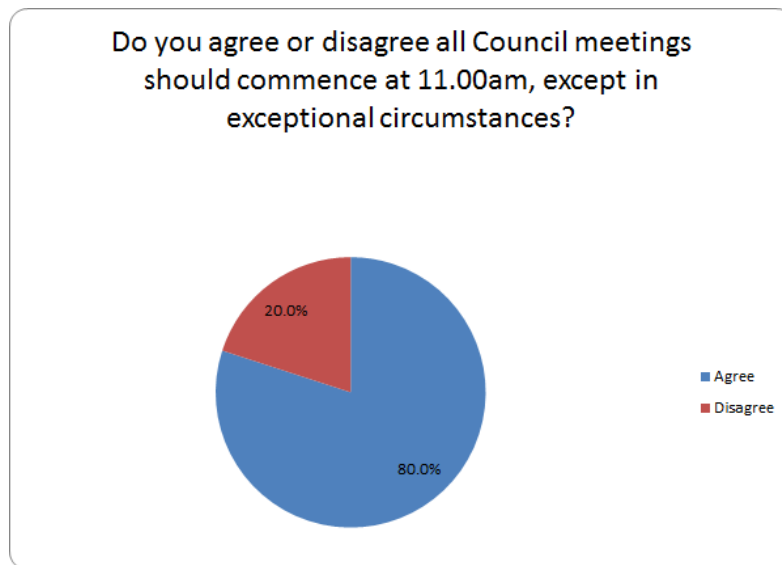
58 responses were made to this question

The below comments were made in response to question 2:

neither agree nr disagree
Although I've agreed it would be nice to have one full council meeting a year in Macclesfield
Tatton park is a perfect venue, or joderal bank
I would like us to try a different seating arrangement. At present it is difficult to get in and out of the rows as they are rather cramped and I would prefer to have us all facing the stage rather than facing across an aisle . It can be very confrontational and unpleasant facing your adversary for such a long time. I realise that public speaking would have to be reorganised also.
This is a central location, closest to the Council's Headquarters and with adequate parking nearby.
In the absence of a proper debating chamber, I think we should move around the borough where we can identify appropriate alternative venues.
Congleton and Macclesfield both suffer from acoustic issues but that does not mean the acoustics should be left as they are. Meetings in Macclesfield would be a good choice
It's the only building with decent acoustics!
Nantwich Civic Hall has been used some years ago
It has very good acoustics and is the right size
Alternate between Sandbach, Macclesfield, Crewe (football club)
Local research might show alternatives at reasonable cost from those companies wishing to provide "social value" to our council. Alderley Park and such venues might be checked for affordability and suitability.
There may be other reasonable cost venues or business premises such as the Conference area at Alderley Park. Those running may be willing to provide "social value" to CEBC?
Disabled parking needs to be reserved close to the venue for councillors and public
As my ward is geographically the most northern ward, my preference would obviously be for a venue closer to home but I have absolutely no problem getting to Sandbach either as I drive.
- use Macc.Town Hall Assembly Room.
Sandbach Town Hall to be used for Council meetings. Tatton Park is good for Mayor Making, makes it feel a little special.
Nantwich Civic Hall - very good acoustics and own sound technicians available

3. Whilst it was recognised that there were varying views, the Committee recommended that all Council meetings should commence at 11.00am, except in exceptional circumstances. Currently, meetings commence at 11.00am or 2.00pm, depending upon the time of year.

Do you agree or disagree all Council meetings should commence at 11.00am, except in exceptional circumstances?



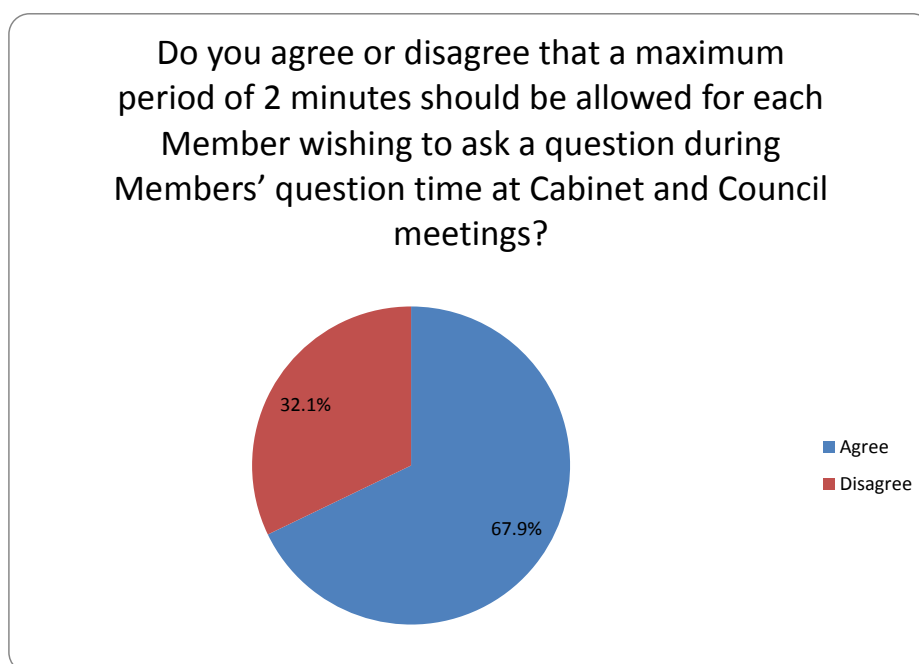
55 responses were made to this question

The below comments were made in response to question 3:

neither agree nr disagree
10am makes a better use of a working day
Meetings at 2.00pm make meeting access easier alongside working commitments, meaning that only half days need to be taken off work.
All meetings of Council should start at 2pm to enable sufficient time for Group Meetings to take place in the hours immediately before.
I think start time should be 13.30 or 14.00 in order to allow working members to only need to take leave, holiday or simply ask for absence for HALF A DAY
Attendance at 11.00am is inconvenient for people who work full time as it requires a full days absence from work
There would have to be a lunch break during any meeting starting at 11am. An 11am start means that many members will lose a full day off work rather than a half-day which may be difficult to organise with employers. Might deter members leaving before the end of meetings! On balance, agree
I'm actually ambivalent about this, so either way.
For working Councillors a 2pm start is better
Provided there is no break for lunch
I agree that more long standing members have difficulty driving at night.
Or at another suitable time 10am - 12 noon?
Due to the hopeful ever improving diversity of the elected Members to reflect the electorate we all have differing commitments so a fixed time say 11:00am suits those retired people and does not take into account working people who would need to be off the morning and afternoon. I personally would like to see the Council go further and consider 3:00pm onward meetings but again on the basis of a varied time. There seems to be an emphasis towards the 'retired' or non working councillors - for example "not driving home in the dark" - "not wanting to sit in peak time traffic" ,,,,,,
Earlier is better. As I work full time it would be more convenient to have evening meetings but I'm aware that's not included as an option above.
I think all Council Meetings should begin at 2pm to enable Councillors who work to attend. Starting at 11am means they have to take a whole day off. 2pm means half a day off
Should remain as 11 winter and 2 summer
Prefer 10am or 2pm. 10am and 2pm would benefit many people who work, then only taking half a day to attend meetings rather than spanning am and pm
Personally, I am available to attend at 11am and 2pm but feel that preference should be given to Councillors with work commitments.
If all meetings start at 11am the business will become protracted as some Councillors will have no regard as to the length of the meeting. A 2pm meeting causes a realisation that evening approaches and business speeds up

4. The Committee also proposed that a maximum period of 2 minutes should be allowed for each Member wishing to ask a question during Members' question time at Cabinet and Council meetings, and that a maximum period of 2 minutes be allowed for each member of the public wishing to ask a question or speak during public speaking time (with the Chair's discretion to extend this period).

Do you agree or disagree that a maximum period of 2 minutes should be allowed for each Member wishing to ask a question during Members' question time at Cabinet and Council meetings?

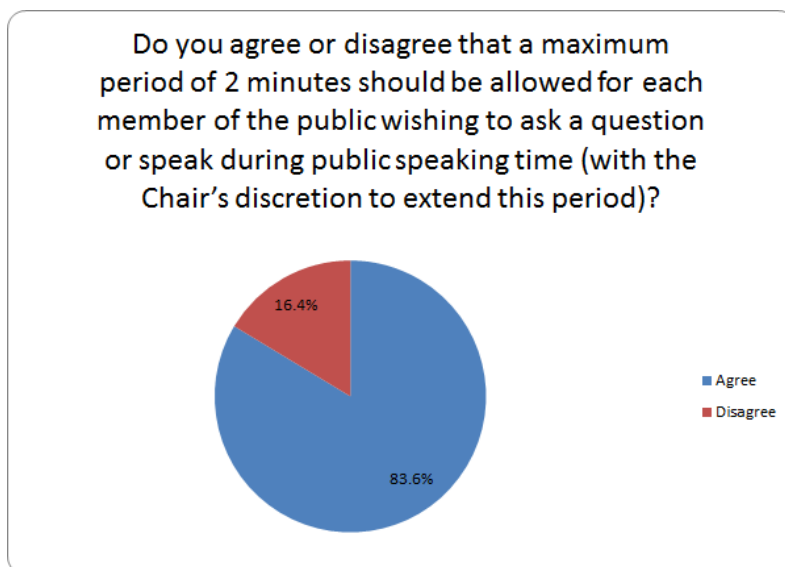


56 responses were made to this question

The below comments were made in response to question 4:

I also think the Leader needs to answer each question
Members should have at least 5 minutes to ask a question at Cabinet and Council meeting.
Two minutes on particularly contentious or detailed issues may not suffice and by making this change it adds more authority to the Chairman. In a culture engendering openness, transparency and public engagement, I believe that this move would be counter intuitive.
2 minutes is too short.
Two minutes is too short a time and it feels as if democratic rights to put questions at Cabinet and Council meetings are being fettered. I suggest 4 minutes limit per question.
In Planning Cttees, Councillors are given more time than members of the public, due to their elected status. I believe it should be the same principle here, so I suggest 3 minutes for Councillors as a minimum.
There should be an advantage to being a Member of the Council, over and above what is offered to an ordinary member of the public. I suggest an additional 1 minute speaking time.
Overall time for discussion should be limited to 20 or 30 minutes. Having 30 people talk for 2 minutes with repetition of the same point is not conducive to an effective meeting
agree PROVIDED the Chair does use their discretion to permit longer when questions relate to complex issues of those of particular public interest. Members have a duty to represent their constituents fully and sometimes two minutes may not be long enough.
With focus applied a question could only need 30 seconds at most. No doubt this would not be popular with those so wish to explain in full.
with the Chair's discretion to extend this period should be added
Most questions can be asked in 30 seconds or less
I believe a 5 minute window should be awarded to all members as we may need to pose a question that is multi faceted and may require longer speaking time to address issues which may require answers from several different departments.
Yes the lengthy statements, bringing up of historical events etc etc etc before even asking a question takes a considerable time.
I'm not certain that 2 minutes is long enough if background information needs to be provided about the matter being raised.
Stifling democracy to quicken up process. Often the background to the question needs to be explained, I see nothing wrong with the present arrangements.
2 Minutes should be plenty to allow a question to be asked or a salient point to be made. If someone wants to make a particularly complex address to Council, the 2 minutes could be extended with the advance permission of the Chair.
I think it is fair. Two minutes helps to focus your content and quite often people will repeat information. Also, if the question/speech is too long I think people stop listening.
Should be a minimum of 3 minutes - extended at discretion. Public 2 minutes.

5. Do you agree or disagree that a maximum period of 2 minutes should be allowed for each member of the public wishing to ask a question or speak during public speaking time (with the Chair's discretion to extend this period)?



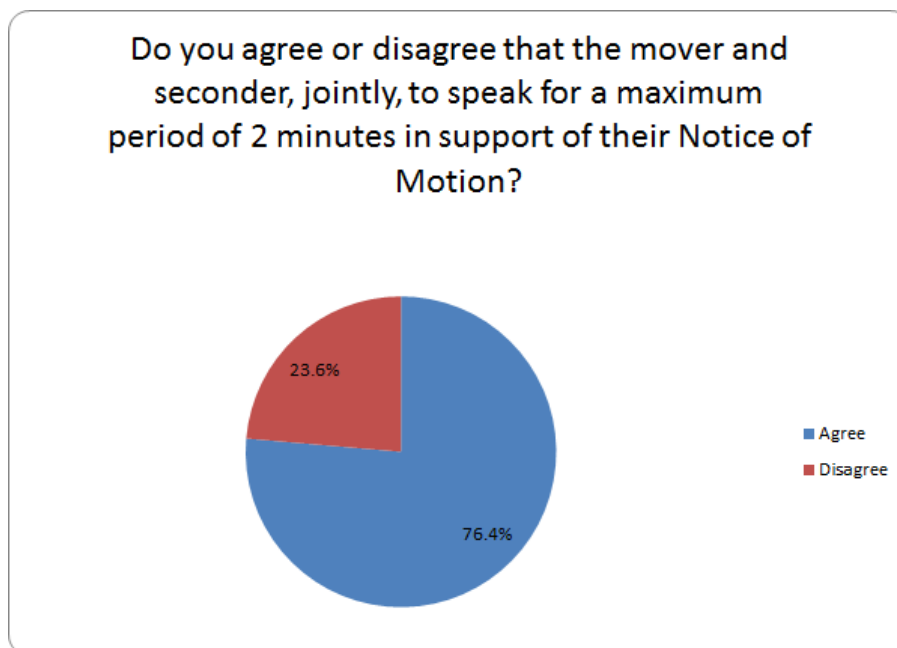
55 responses were made to this question

The below comments were made in response to question 5:

As per response to Question 4
Again too short a time. While council business is pressing and busy, the council should accommodate members of the public and give them ample time to ask a question or speak on a subject.
3 mins.
Same as answer to the question above.
As above
Members of the public generally have one issue that they wish to be addressed and therefore their question may not be as complex as that of a member/councillor and would suggest that less time be required to speak.
I think the Public should have a minimum of 2 minutes
As above
There is nothing wrong with the present arrangements
2 Minutes should be plenty to allow a question to be asked or a salient point to be made. If someone wants to make a particularly complex address to Council, the 2 minutes could be extended with the advance permission of the Chair.
Members of the public to speak for 2 minutes
Should be a minimum of 3 minutes - extended at discretion. Public 2 minutes.

6. The Committee recommended that new arrangements should apply to the way in which Council deals with Notices of Motion. Currently, there is no provision which allows the mover and seconder to speak. The new arrangements would allow the mover and seconder, jointly, to speak for a maximum period of 2 minutes in support of their Notice of Motion.

Do you agree or disagree that the mover and seconder, jointly, to speak for a maximum period of 2 minutes in support of their Notice of Motion)?



55 responses were made to this question

The below comments were made in response to question 6:

Two minutes shared is inadequate. The mover and seconder should be allowed up to 2 minutes each or up to 4 minutes jointly to state their case.
Both should have at least 2 minutes in support of their Notice of Motion.
They need time to put forward their ideas so I would ask for 2 minutes EACH is allowed
Mover and Seconder have time to speak to their proposals at whichever committee they are referred. If more information is considered necessary - this would be best included in the papers and reports.
The whole idea of NoMs is that they are written in advance. This is the chance for proposer and seconder to say all they want, there is no need to extend the process to give them a second go at it in already busy Council meetings.
I have assumed that the motion will be referred and not debated at the Council meeting
Two minutes is inadequate for this purpose.
The mover and seconder jointly should be allowed up to 4 minutes to speak in support of their motion, with the chairman having discretion to extend that period.
It is the decision making body who should hear the proposal
Council Meetings are expensive and the longer they go on for - the more expensive they become
In addition - it is noted that Members start to leave meetings
It depends on the content of the motion. If it is to be referred to a committee, 30 seconds is enough. If it is to be debated as to referral or to be determined there then, there should be a restraint subject to mayoral discretion
Do the basic anything else just tickles around the edges.
both should be permitted 2 mins each to speak ie proposer 2 mins seconder 2 mins
If they need that long, an impassioned lengthy speech is not necessary.
This makes perfect sense.
if adopted a rejoinder opportunity is required.
Should speak to explain fully why they are bringing the Notice of Motion forward, it will help people to understand. Though I think the time could be flexible 2 - 5 minutes maybe. Notice of Motion important and a speaker can help councillors understand why they need to support it, even if they don't necessarily agree with it.
I would like to see an indicative vote at the start of the debate. If everyone agrees, why do we have to talk for an hour whilst everyone says how much they agree (just so they can get their faces in the newspaper)?
Should be a period of 3 minutes allowed
Unless the motion is to be debated on the day the mover and seconder should not be allowed to speak as it is completely pointless and wastes everyone's time. there will be excessive publicity opportunity's created.
I have no need to listen to a proposer and seconder if the debate and decision will ultimately be in a forum where I have no vote.

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