

Recommendations to Council on 19 April 2012	From: Constitution Advisory Group 27 January 2012	Item 11 (iv)
	Reports of Executive Members and Order of Business at Ordinary Meetings of the Council	
1.	Council is asked to approve the following recommendations:-	
	1. that Rule 4.2 of Part B5 of the Constitution, relating to the order of business at every ordinary meeting of the Council, be amended as set out in Appendix A to this report;	
	2. that Rule 13.1 of Part B5 of the Constitution, relating to questions by Members on reports or minutes of the Executive or Committees, be amended as set out in Appendix B to this report;	
	3. that Rule 13.7.1 of Part B5 of the Constitution, relating to open questions and procedures, be amended as set out in Appendix C to this report.	
	Background	
2.	The Constitution Advisory Group at its meeting on 27 January 2012 considered a report which proposed the following amendments to the Constitution: <ul style="list-style-type: none"> • the formal inclusion of Executive Member reports as part of the business at ordinary meetings of the Council • the introduction of a provision to allow questions on the reports of Executive Members containing recommendations to Council • the revision of the order of business at ordinary meetings of the Council so that it was set out in a more logical way • the refining of the rules on Police Authority and Fire Authority matters so that questions could be asked only on a matter within a report actually before the Council. 	
3.	The Advisory Group felt that it was appropriate that up to three Executive Member reports could be submitted to each meeting in a format to be decided by the relevant Executive Members.	
4.	Members supported the proposed changes to the order of business at ordinary meetings of the Council (Rule 4.2.1 refers) and the inclusion of a sub-paragraph allowing the opportunity for questions on matters contained within the Executive Member's reports (Rule 13.1 refers). In view of the corresponding increase in time required during the meeting, a reduction in the amount of time available for Open Questions (Rule 13.7 refers) from 45 minutes to 30 minutes was considered appropriate.	

5.	The Advisory Group noted that whilst there was provision for reports to be submitted by both the Police and the Fire Authorities, there was no requirement for reports from either to be submitted to all ordinary meetings of the Council. The Chairman of the Council had indicated that he felt it sufficient for reports to be submitted by the Police Authority twice a year in the period leading up to the appointment of a Police Commissioner.	
6.	In connection with paragraph 5 above a provision currently existed in the Constitution for questions without notice on Police Authority and Fire Authority matters (Rule 4.2.1.11 refers) even if there were no related reports before Members. The Advisory Group considered that the Constitution should be amended to restrict questions on Police and Fire matters to matters within a report before Members.	
Appendices	Appendix A Appendix B Appendix C	Part B5 (Council Procedure Rules) showing proposed amendments Part B5 (Questions by Members) showing proposed amendments Part B5 (Open Questions) showing proposed amendments