

**EX.912 COUNCIL CONSTITUTION – PROPOSED REVISED DEFINITION OF A
KEY DECISION**

The Executive Member – Resource submitted a report proposing a revised definition of a Key Decision to guide the Executive in its decision-making.

The definition set out in the Local Authority's (Executive Arrangements) (Access to information) (England) Regulations 2000 was included in the report.

RECOMMENDATIONS TO THE COUNCIL:

That the following revised definition of Key Decision be adopted:-

1. "A Key Decision is an executive decision (made by the Executive/Executive Member/Chief Officer acting in accordance with the responsibility for functions and delegations contained in part 3 of the Council Constitution) if it comes within one or more of the following categories:-
 1. It is likely to be significant in terms of its effect on communities living or working in an area comprising of two or more Wards in the Borough.
 2. It is likely to have a major impact on the day to day life of a community living or working in the Borough.
 3. It forms part of the development of, or a change to, the Policy Framework or Budget.
 4. It involves revenue expenditure or saving that is neither provided for within the Budget, nor virement permitted by the Constitution.
 5. It involves capital expenditure that is estimated to exceed £250,000 or is not provided for within the approved Capital Programme.
 6. It involves a significant reduction in or significant change to any service or facility provided by the Council, such reduction or change not being within the Policy Framework or Budget.
 7. It consists of the declaration of land or property, the estimated value of which exceeds £250,000, as surplus to the Council's requirements.
 8. It involves securing approval in principle to the acquisition or disposal of land or property the value of which is estimated to exceed £250,000.

9. It involves securing approval in principle to the taking of, or the granting, renewal, assignment, transfer, surrender, taking of surrenders, review variation or termination of any leases, licences, easements or wayleaves, at considerations in excess of £250,000 per annum or a premium of £250,000.
10. Its consequences are likely to result in compulsory redundancies or major changes to the terms and conditions of employment of a significant number of Council employees or in a major restructuring of staffing resources.”

2. That the Council Constitution be amended accordingly.

**EX.954 APPOINTMENTS TO OUTSIDE BODIES – BURY AND DISTRICT
DISABLEMENT ADVISORY COUNCIL (BADDAC)**

The Leader informed the Executive that, due to his recent illness, Councillor Johnson had been unable to attend meetings of Bury and District Disablement Advisory Council (BADDAC) as this Council's representative.

Following consultation with the Leader of the Conservative Group, it was proposed that Councillor Creswell be appointed to replace Councillor Johnson on BADDAC for the remainder of the current Municipal Year.

RECOMMENDATION TO THE COUNCIL:

That Councillor Creswell be appointed as this Council's representative on BADDAC to replace Councillor Johnson for the remainder of the current Municipal Year.

**EXTRACT OF DECISIONS OF THE EXECUTIVE
MEETING HELD ON 17 DECEMBER
DIGEST: 9 PUBLICATION DATE: 23 DECEMBER 2003**

EX.957 OPERATION OF COUNCIL MEETINGS

The Executive Member – Resource submitted a report setting out details of options for possible changes to the format of the Annual Council Meeting and the operation of Ordinary and Extraordinary Council Meetings.

The proposed changes have resulted from the review of the operation of these meetings since the adoption of the Council Constitution from 22 November 2001.

The proposals had been considered previously by the Democratic Arrangements Forum which had then been the subject of consultation with the three Political Groups represented on the Council.

The principal areas of operation considered in the report were:-

- i) Format of the Annual Council Meeting.
- ii) The Topic for Debate to enable the Minority Groups on the Council to prioritise business on the Council Agenda.
- III) Calling of Extraordinary Council Meetings.
- iv) Development of a protocol for operation of Ordinary Council Meetings.

RECOMMENDATIONS TO THE COUNCIL:

- 1. That the arrangements for the Annual Council Meeting be continued as at present, with both the ceremonial and business sessions being held in the afternoon; the business session starting at 2.00 pm and the ceremonial session starting at 4.00 pm.
- 2. That the annual Review of Overview and Scrutiny and Annual Report on the work of Area Boards be included on the Agenda for the business part of the Annual Meeting.
- 3. That the Council Constitution be amended to remove all reference to the Topic for Debate but that the Procedure Rules relating to Notices of Motion be amended to provide for these Notices to be treated as priority business and, if after two hours from the commencement of the meeting, consideration of the Notices, or the first Notice if there is more than one on the Agenda, has not begun, that Notice should be taken next after the conclusion of the business under discussion.
- 4. That any request for any Extraordinary Council Meeting shall include Notice of a Motion to be debated in accordance with the wording set out in paragraph 8.1 of the report.
- 5. That the Protocol on the Operation of Ordinary Council Meetings as set out in Appendix 1 to the report, be approved subject to the amendments set out in paragraph 9.5 of the report.

6. That the Council Constitution be amended to take into consideration the amendments set out in 1 to 5 above.

(Councillor R E Walker requested that his objection to the recommendations set out in 1 above relating to the format of the Annual Council Meeting, be recorded).

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**EX.958 MEETINGS TIMETABLE 2003/2004 AND PROPOSED TIMETABLE OF
MEETINGS 2004/2005**

The Executive Member – Resource submitted a report proposing changes to the Meetings Timetable for 2003/2004 as a consequence of the postponement of the 2004 Municipal Elections from 6 May 2004 until 10 June 2004. A proposed Timetable of meetings for 2004/2005, taking into account the shortened first cycle of meetings, was attached to the report.

RECOMMENDATION TO COUNCIL:

1. That the Annual Council Meeting, scheduled to be held on 19 May 2004, be postponed until Wednesday 23 June 2004.
2. That the last Council Meeting in 2003/2004, scheduled to be held on 7 April 2004, be postponed until Wednesday 12 May 2004.
3. That the revised dates of meetings during April and May 2004 as set out in Appendix 1 to the report, be approved.
4. That the Timetable of Meetings for the 2004/2005 Municipal Year as set out in Appendix 2 to the report, be approved.