

**DEMOCRATIC ARRANGEMENTS FORUM  
THURSDAY, 3 OCTOBER 2013**

**In attendance:** Councillor M Connolly (in the Chair)  
The Mayor (Councillor S Briggs – Chair of Standards Committee),  
Councillors I Gartside and T D Pickstone

**Also in attendance:** Councillor John Smith

**Officers:** M Kelly – Chief Executive  
J Hammond – Assistant Director of Legal and Democratic Services  
C Shillitto – Head of Democratic Services

**Apologies for Absence** Councillor T Tariq

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**1. MANAGING THE BUSINESS OF COUNCIL – DEADLINE FOR MEMBER QUESTIONS TO LEADER**

It was reported that under Section 11.1(a) of the Council Procedure Rules, questions asked at Council by Members must be received in writing by 12 noon on the Monday prior to the Wednesday meeting. The timescale for receipt of questions: distribution to Cabinet Members/Executive Directors and response is short and increasingly becoming a challenge for officers.

**It was agreed** that Council be recommended to change the deadline for receipt of questions from Members to midnight on the Thursday prior to the Wednesday Council meeting.

**2. NOTICES OF MOTION AND THE SIX MONTH RULE**

It was reported that Council Procedure Rule 16 currently reads as follows:-

**16. PREVIOUS DECISIONS AND MOTIONS**

**"16.1 Motion to Rescind a Previous Decision**

*A motion or amendment to rescind a decision made at a meeting of Council within the past six months cannot be moved unless the notice of motion is signed by at least 12 Members or unless it is a recommendation contained in the Minutes of a Committee and the Summons to attend the meeting of that Committee contained notice that the matter was to be considered.*

**16.2** *A Committee or Sub-Committee of the Council acting under delegated powers may rescind a resolution adopted under delegated powers within a period of six months provided the summons to attend the meeting of the Committee or Sub-Committee contains a notice that the matter is to be reconsidered.*

### **16.3 Motion Similar to One Previously Rejected**

*A motion or amendment in similar terms to one that has been rejected at a meeting of Council in the past six months cannot be moved unless the notice of motion or amendment is signed by at least 12 Members. Once the motion or amendment is dealt with, no-one can propose a similar motion or amendment for six months."*

It is considered that this Procedure Rule is no longer appropriate for two reasons:

1. The ability to bring back a motion or amendment with 12 signatures enables discussion on an issue which has been recently debated. This has to be set against the difficulties faced in getting through Council business.
2. The reference to "Recommendations of a Committee" in 16.1 is not appropriate under a Leader/Cabinet decision making arrangement.

**It was agreed** that Council be recommended to change Council Procedure 16 as follows:-

#### **"16.1 Motion to Rescind a Previous Decision**

A motion or amendment to rescind a decision made at a meeting of Council within the past six months cannot be moved.

**16.2** A Committee or Sub-Committee of the Council acting under delegated powers may rescind a resolution adopted under delegated powers within a period of six months provided the Summons to attend the meeting of the Committee or Sub-Committee contains a notice that the matter is to be reconsidered.

#### **16.3 Motion Similar to One Previously Rejected**

A motion or amendment in similar terms to one that has been rejected at a meeting of the Council in the past six months cannot be moved."

### **3. EUROPEAN AND LOCAL ELECTION 2014 – ARRANGEMENTS FOR VERIFICATION AND COUNT**

Members discussed the most effective means of dealing with this and it was agreed:-

That following receipt of ballot boxes from the elections taking place on Thursday, 22 May 2014, arrangements for verification and counting commence at 9.00 am on Friday, 23 May 2014.

**COUNCILLOR M CONNOLLY**  
**Chair**

**(Note: The meeting started at 4.00 pm and ended at 4.35 pm.)**