

REPORT TO FULL COUNCIL

CHANGES TO STANDING ORDERS



Report Reference C-22-06
Meeting Date 23rd May 2022
Agenda Item 12
Prepared by Town Clerk

1.0 BACKGROUND

The council's Standing Orders are one of its principal policy documents and are required to be reviewed annually. In recognition of their importance, Standing Order 115 sets out that any resolution to permanently add, vary or revoke a Standing Order shall stand adjourned from one meeting to the next.

Three amendments were proposed and seconded at the March Council meeting. These are presented for debate and determination at this meeting and detailed in section 2.

At the May meeting of the Assets and Operations Committee, the committee noted the desirability of a minor change to its terms of reference. This is overviewed in section 3.

2.0 PROPOSED CHANGES FOR DETERMINATION

2.1 AMENDMENT TO PERSONNEL COMMITTEE TERMS OF REFERENCE

Current: The Personnel Committee ('the Committee') shall consist of seven councillors, as provided for by Standing Order 61, the Town Mayor (ex officio) and the Deputy Town Mayor (ex officio)."

Proposed: The Personnel Committee ('the Committee') shall consist of five councillors, as provided for by Standing Order 61, the Town Mayor (ex officio) and the Deputy Town Mayor (ex officio)."

Rationale: This will correct the voting anomaly that increased its numbers a few years ago, reflect that its role is somewhat specialist and be in line with the emerging outcome of the community governance review for Knutsford which will see five town council wards not four. It will also cut the council's carbon-footprint by cutting the number of summonses being sent out and councillors travelling to and back from meetings by two for all the committee's meetings.

2.2 AMENDMENT TO FINANCE COMMITTEE TERMS OF REFERENCE

Current: The Finance Committee ('the Committee') shall consist of six councillors, as provided for by Standing Order 61, the Town Mayor (ex officio) and the Deputy Town Mayor (ex officio)."

Proposed: The Finance Committee ('the Committee') shall consist of five councillors, as

provided for by Standing Order 61, the Town Mayor (ex officio) and the Deputy Town Mayor (ex officio).”

Rationale: This will reflect that its role is somewhat specialist and be in line with the emerging outcome of the community governance review for Knutsford which will see five town council wards not four. It will also cut the council’s carbon-footprint by cutting the number of summonses being sent out and councillors travelling to and back from meetings by one for all the committee’s meetings.

2.3 AMENDMENT TO ASSETS AND OPERATIONS COMMITTEE TERMS OF REFERENCE

Current: The Assets and Operations Committee (‘the Committee’) shall consist of eight councillors, as provided for by Standing Order 61, the Town Mayor (ex officio) and the Deputy Town Mayor (ex officio).”

Proposed: The Assets and Operations Committee (‘the Committee’) shall consist of six councillors, as provided for by Standing Order 61, the Town Mayor (ex officio) and the Deputy Town Mayor (ex officio).”

Rationale: The council’s main service committees (Events and Environment) each comprise six councillors plus the Town Mayor and Deputy Town Mayor. This change would bring them in line with this.

3.0 ASSETS AND OPERATIONS COMMITTEE TERMS OF REFERENCE

A member of the public drew the committee’s attention to a lack of clarity within the remit of the committee, suggesting that the addition of brackets would resolve the issue. The committee noted its agreement to the change and that this be tabled at Full Council.

Current: The financial, general and day to day running matters of the Council’s estates or interests in land or buildings except those expressly referred to any other committee and matters related to the Council’s day to day operations and services e.g. market licensing.

Proposed: The financial, general and day to day running matters of the Council’s estates or interests in land or buildings (except those expressly referred to any other committee) and matters related to the Council’s day to day operations and services e.g. market licensing.

Rationale: The addition of the brackets ensures that it is clear that the “and matters related to...” is included within the committee’s remit and not excluded.

4.0 DECISIONS REQUIRED

Council should consider the changes detailed in section 2.

The proposed change in section 3 stands to be proposed and seconded to stand adjourned without debate for consideration at the July meeting.