



City of Westminster

Minutes

Meeting:

General Purposes Committee

Date and time of meeting:

Wednesday 21 October 2009 at 6.30pm

Venue:

**Rooms 5 and 6, 17th Floor, 64 Victoria Street,
London SW1E 6QP**

Attendees:

Councillors:

**Melvyn Caplan (Chairman)
David Boothroyd
Robert Davis
Tim Mitchell
Alastair Moss
Steve Summers
Nick Yarker**

Contact:

Mick Steward

Details:

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1. MEMBERSHIP OF THE COMMITTEE

There were no changes to the Membership of the Committee.

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. MINUTES

- 3.1 The Chairman with the assent of the Members present, signed the minutes of the meeting held on 1 July 2009 as a true and correct record of the proceedings.

4. NEW EXECUTIVE ARRANGEMENTS (see report of the Head of Legal Services)

Resolved:

- (i) That the Council be recommended to approve the constitutional changes set out in Appendix A of the report, subject to an addition to the new paragraph 4.02 (e) to make it clear that the majority referred to is to the members of the Council present at the meeting, to come into force on 9 May 2010 as the new executive arrangements required by the Local Government and Public Involvement in Health Act 2007.
- (ii) That the Head of Legal Services be authorised to make the necessary changes to the Constitution arising from (i) above.

5. CONSTITUTIONAL ISSUES RELATING TO POLICY AND SCRUTINY COMMITTEES (see report of the Head of Administrative Services)

- 5.1 The Head of Administrative Services when introducing the report referred to an error on page 16 of the agenda papers, paragraph 15 (a) last line add the word “not” so that it reads: “but proportionality generally will not apply”.
- 5.2 Councillor Boothroyd spoke against the proposals on the basis that they removed the absolute right of the public to attend meetings.

Resolved:

- (i) That the Council be recommended to approve the changes to the Policy and Scrutiny rules set out in Appendix A of the report, aimed primarily at enabling Task Groups to operate more flexibly and informally;
- (ii) That the changes relating to the number of WSC meetings each year, the Policy and Scrutiny Committee Work Programmes and the Policy and Scrutiny Annual Report, as set out in paragraphs 5.2, 5.3 and 5.4 of the report be approved.

6. COUNCILLOR CALL FOR ACTION (see report of the Head of Legal Services)

- 6.1 The Head of Legal Services confirmed by way of clarification that the procedure did not apply to planning or licensing applications either pending consideration or having been decided. He undertook to clarify this in the version to be reported to Council for approval.

Resolved:

- (i) That the Council be recommended to approve changes to paragraph 8 of the Policy and Scrutiny procedure rules to the Constitution set out below:

“8 Rights of Members to request the inclusion of agenda items

- (a) Any member of a Policy and Scrutiny committee or sub-committee shall be entitled to give notice to the Proper Officer that he/she wishes an item relevant to the functions of the committee or sub-committee to be included on the agenda for the next available meeting of the committee or sub-committee. On receipt of such a request the proper officer will inform the Chairman of the relevant Policy and Scrutiny Committees or Sub-Committee and ensure that it is included on the agenda for the next practicable meeting.
- (b) Having had regard to any guidance issued by the Secretary of State, any member shall be entitled to give notice to the Proper Officer that he/she wishes an item relevant to the functions of the committee or sub-committee to be included on the agenda for the next available meeting of the committee or sub-committee. On receipt of such a request the proper officer will inform the Chairman of the relevant Policy and Scrutiny Committee or Sub-Committee on the agenda for discussion at the next practicable meeting.
- (c) The Head of Legal Services will not include any matters on the relevant agenda where they have been excluded by any Orders made by the Secretary of State.
- (d) The relevant Committee may, when considering whether or not to exercise its powers in relation to a request received under (b) above, have regard to any representations made by the member as to why it would be appropriate for the committee to exercise any of its powers and any actions which the member has taken under the Council's Neighbourhoods programme.
- (e) Where the relevant Committee decides not to exercise any of its powers in relation to any request made under (b) above, it will notify the member of its decision, and the reasons for it.

- (f) Where the relevant Committee makes a report or recommendations to the authority it shall provide a copy of the report or recommendations to the member who referred the matter in question and any other responsible authorities and co-operating persons and bodies as it thinks appropriate.
- (ii) That the Council be recommended to approve the protocol attached to the report, amended as set out in 6.1 above for the use of Councillor Call for Action.

7. ADDITION OF PARTNERSHIP MANUAL TO THE CONSTITUTION (see report of the Head of Legal Services)

RESOLVED:

- (i) That the Council be recommended to amend the Constitution by the addition of the Partnership Manual and article attached to the report.

8. PROGRAMME OF MEETINGS 2010/11 (see report of the Head of Administrative Services)

Resolved:

- (i) That the Council be recommended to approve the programme for Council Meetings for the 2010/11 Municipal Year, as follows:

21 July 2010, 3 November 2010, 26 January 2011, 2 March 2011 (Council Tax), 4 May 2011 and 18 May 2011 (Annual).
- (ii) That the Programme of Meetings in respect of Committees/ Sub-Committees set out in Appendix A of the report be approved.

9. CLOSE OF MEETING

The meeting ended at 6.47pm.

CHAIRMAN: _____ **DATE:** _____