



CITY OF WESTMINSTER

# MINUTES

## GENERAL PURPOSES COMMITTEE – WEDNESDAY 6 JULY 2011

### MINUTES OF PROCEEDINGS

Minutes of a meeting of the **General Purposes Committee** held at 6.30pm on Wednesday 6 July 2011 at Westminster City Hall, 64 Victoria Street, London, SW1E 6QP

**Members Present:** Councillors Melvyn Caplan (Chairman), David Boothroyd, Tony Devenish, Alastair Moss and Tim Mitchell.

**Apologies for Absence:** Councillors Ian Adams and Robert Davis

#### 1. MEMBERSHIP

- 1.1 There were no changes.

#### 2. DECLARATION OF INTERESTS

- 2.1 There were no declarations of interest.

#### 3. MINUTES

**Resolved:** That the minutes of the meeting held on 22 February 2011 be approved for signature by the Chairman as a true and correct record of the proceedings.

#### 4. CHANGES TO THE APPOINTMENTS SUB-COMMITTEE TERMS OF REFERENCE AND RELATED STANDING ORDERS

- 4.1 Officers introduced the report and referred to a set of revised recommendations as set out below, which had been tabled at the meeting.

- 2.1 That in order to maintain the principle of separate governance each authority's Appointments Sub-Committee (or similar) be responsible for the appointment of Chief Officers who will have responsibilities in accordance with the Tri-borough arrangements. In order for an appointment to be made each of the Borough's Appointments Sub-Committees must agree to the appointment.

2.2 That the arrangements set out above shall also apply to Deputy Chief Officers except that the relevant Cabinet Member in consultation with the Chief Executive may agree that the appointment be undertaken by the Chief Executive or Officer authorised by him.

2.3 That the terms of reference of the Appointments Sub-Committee be amended accordingly and as set out in Appendix C.

**RESOLVED:** That the revised recommendations set out above be approved.

## **5. REVISIONS TO STANDING ORDERS (see report of Head of Legal and Democratic Services)**

5.1 Members were advised that the changes sought in respect of questions and answers processing were relatively minor and reflected a more modern approach.

5.2 In respect of the changes relating to filming the Committee was advised that these followed a letter from Bob Neil MP, Under Secretary of State, which set out the Government's expectations regarding filming at Council and Committee meetings.

5.3 The Committee accepted the recommendations and asked that a protocol regarding the use of new technology at Council and Committee meetings be produced in due course.

### **Resolved:**

- (i) That the changes to Standing Orders set out in Appendix A of the report shown in bold text and track changes be recommended to the full Council for approval.
- (ii) That the protocol relating to the use of modern media attached as Appendix B of the report be approved for inclusion in the Code of Governance.

## **6. CLOSE OF MEETING**

The meeting ended at 6.43pm.

**CHAIRMAN** \_\_\_\_\_

**DATE** \_\_\_\_\_