

**HERTFORDSHIRE COUNTY COUNCIL**

**EXTRAORDINARY MEETING OF COUNTY COUNCIL  
TUESDAY 16 JULY 2002 AT 10.30 A.M.**

Agenda item No.

**5**

**PROPOSED AMENDMENTS TO THE CONSTITUTION**

Report of the County Secretary

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**1. Purpose of Report**

To ask the Council to consider two amendments to the Constitution proposed by Group Leaders; and to consider changing the November date of the Council Meeting.

**2. Group Leaders' Meeting**

The Group Leaders have met recently and agreed that the following changes to the Constitution would be helpful:

(a) Nomination of Members to Panels etc.

The Constitution currently provides that Opposition places on Panels and other member bodies are to be allocated by agreement between the Opposition Group Leaders and, in default of agreement, according to the decision of the Leader of the Opposition. The Group Leaders propose that, in determining the allocation of Opposition places the aim should be to achieve proportionality across all bodies to which proportionality applies.

(b) Notice for Questions

The Group Leaders propose that the notice period for questions at Council and Scrutiny Committees should be standardised to 5 clear working days, with "day" defined as 9 a.m. - 5 p.m. At present the notice periods are 10 clear days for Council and 3 clear working days for Scrutiny Committees.

**3. November Council Date**

Standing Orders fix this date as the third Thursday in November. The meeting used to be on the last Tuesday in November, but this was changed to avoid the County Councils' Network Conference. In 2003 and 2004 however, the CCN Conference is due to be held on the third Tuesday in November. To avoid this problem in future it is suggested that Standing Orders be amended to fix the

November meeting as either the 3rd or the last Tuesday in November, as the Council decides.

#### **4. Possible Decisions**

##### 4.1 Nomination of Members to Panels etc.

That paragraph 1.1 of Annex 20 to the Constitution (Protocol for Appointments and other Procedural Matters) be amended so that the last sentence reads: "The allocation of places between those other groups should be for the relevant group leaders to determine, and in reaching their determination they will aim to achieve proportionality across all bodies to which the rules of proportionality apply."

##### 4.2 Notice for Questions

- (1) The Council Standing Order 7(2) (Questions to Leader and Executive Members) be amended to delete "10 clear days" and substitute "5 clear working days (where a working day is 9 a.m. - 5 p.m.)".
- (2) That Scrutiny Committee Standing Order SC9(4) (Procedure and Conduct) be amended to delete "3 clear working days" and substitute "5 clear working days (where a day is 9 a.m. - 5 p.m.)".

##### 4.3 November Council Meeting

- (1) That Council Standing Order 1(2) (Ordinary Meetings) be amended to add to the last line "or the last Tuesday in November as the Council may determine."
- (2) That the November 2003 and 2004 Council Meetings take place on the last Tuesday in November.