

REPORT TO: Cabinet

DATE: 3 March 2011

SUBJECT: Modernising Democratic Services

WARDS AFFECTED: All

REPORT OF: Assistant Chief Executive

CONTACT OFFICER: Andrea Grant, Assistant Director (Democratic Services) x 2030

**EXEMPT/
CONFIDENTIAL:** NO

PURPOSE/SUMMARY:

To provide further details of proposed changes to the calendar of meetings for 2011/12.

REASON WHY DECISION REQUIRED:

To enable changes to be made to the Calendar of Meetings.

RECOMMENDATION(S): That

- (1) the revised Programme of meetings for 2011/12 as set out in Appendix B and C be recommended to the Council for approval; and
- (2) the following meetings scheduled to take place in April 2011 be reinstated:
 - Cabinet Member Environment – 6th April 2011
 - Cabinet Member Children’s Services – 19th April 2011
 - Overview and Scrutiny Committee (Children’s Services) – 19th April 2011

KEY DECISION: No

FORWARD PLAN: No

IMPLEMENTATION DATE: From the beginning of the 2011/12 Municipal Year.

ALTERNATIVE OPTIONS:
None

IMPLICATIONS:

Budget/Policy Framework: The proposals will contribute towards the £120,000 saving agreed by the Council at its meeting on 17th December 2010.

Financial:

<u>CAPITAL EXPENDITURE</u>	2010/ 2011 £	2011/ 2012 £	2012/ 2013 £	2013/ 2014 £
Gross Increase in Capital Expenditure				
Funded by:				
Sefton Capital Resources				
Specific Capital Resources				
<u>REVENUE IMPLICATIONS</u>				
Gross Increase in Revenue Expenditure		-£120,000		

Funded by:				
Sefton funded Resources				
Funded from External Resources				
Does the External Funding have an expiry date? Y/N	When?			
How will the service be funded post expiry?				

Legal: None arising from this report.

Risk Assessment: None arising from this report.

Asset Management: None arising from this report.

CONSULTATION UNDERTAKEN/VIEWS

The Chief Executive and political group leaders have been consulted.

CORPORATE OBJECTIVE MONITORING:

<u>Corporate Objective</u>		<u>Positive Impact</u>	<u>Neutral Impact</u>	<u>Negative Impact</u>
1	Creating a Learning Community		√	
2	Creating Safe Communities		√	
3	Jobs and Prosperity		√	
4	Improving Health and Well-Being		√	
5	Environmental Sustainability		√	
6	Creating Inclusive Communities		√	
7	Improving the Quality of Council Services and Strengthening local Democracy	√		
8	Children and Young People		√	

LIST OF BACKGROUND PAPERS RELIED UPON IN THE PREPARATION OF THIS REPORT

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1.0 BACKGROUND

- 1.1 At its meeting on 17th December 2010, the Council agreed savings option CE1 (Modernising Democratic Services & Scrutiny Support). The budget saving agreed was £120,000. In order to achieve this saving, it was noted by the Council that the impact would include the introduction of electronic decision making (eliminating the need for Cabinet Member meetings), a reviewed Constitution to amend the scheme of delegation to Cabinet Members (all non-key decisions delegated to appropriate Cabinet Member), a significantly reduced Committee timetable across all meetings, a revised committee template to produce shorter reports, a reviewed frequency of the delivery of agenda packs, and all large appendices on-line only. It was also noted that system and process changes would be required to achieve this saving.
- 1.2 At its meeting on 17th February 2011, the Cabinet considered a report on the implementation of the changes set out above and resolved as follows:

That

- (1) the system of electronic decision-making for decisions delegated to Cabinet Members be implemented from the 2011/12 Municipal Year;
- (2) the Council be recommended to give approval to the Scheme of Delegation for Cabinet Members being revised in the Council Constitution to allow all non-key decisions to be delegated to the Cabinet Members;
- (3) the Programme of Cabinet Meetings for 2011/12 set out in Appendix B of the report be approved;
- (4) the Council be recommended to give approval to the Programme of Meetings for the Council and Regulatory Committees; Overview and Scrutiny Committees; and Members' Briefings for the 2011/12 Municipal Year, as set out in Appendices C and D of the report; and
- (5) the Programme of Meetings for the Area Committees for the 2011/12 Municipal Year be referred to the Leaders Group for further review and subsequently submitted the next Cabinet meeting prior to consideration by the Council; and
- (6) the Cabinet Member meetings set out in paragraph 4.7 of the report be cancelled and the Council be recommended to approve the cancellation of the remainder of the meetings set out in the same paragraph.

2.0 PROPOSED AMENDMENTS

- 2.1 Following the meeting, the political group leaders have given further consideration to the programme of meetings for Area Committees and Overview and Scrutiny Committees and a revised Programme is set out in Appendix B and C. The programme reflects an additional meeting each for the Crosby and Southport Area Committees and an additional meeting of each Overview and Scrutiny Committee.

- 2.2 Further to resolution (6) above it is further recommended that the Cabinet Member meetings for Environment and Children Services be held on 6th and 19th April 2011 respectively to allow for urgent decisions to be taken.
- 2.3 In addition, following discussion at the Overview and Scrutiny Management Board held on 22nd February 2011, it was noted that a planned scrutiny review was being undertaken by the Overview and Scrutiny Committee (Children's Services) with the final report scheduled to be presented at its meeting on 19th April 2011. It is therefore proposed that this meeting take place.