

## NORTH NORTHAMPTONSHIRE

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<b>Report Originator</b>	Paul Goult on behalf of the Monitoring Officer Group	<i>Fwd Plan Ref No:</i> N/A	
<b>Wards Affected</b>	ALL	24 <sup>th</sup> June 2019	
<b>Title</b>	<b>Agreement &amp; Standing Orders</b>		

### 1. PURPOSE OF REPORT

For Members to approve procedures & standing orders in relation to the operation of the Joint Committee.

### 2. BACKGROUND

The purpose of the proposed Agreement & Standing Orders is to ensure there are clear rules about the operation and conduct of the Joint Committee, ensuring that Elected Members are able to consider and determine matters in an efficient and effective way. The key elements included in the proposed document are similar in nature to those in operation among constituent councils, whilst recognising there may be variations subject to local circumstances.

If the Joint Committee feels it appropriate in the future to review this document it may do so subject to consultation with the North Northamptonshire Monitoring Officer Group.

### 3. REPORT

The proposed document covers how meetings of the Joint Committee will be conducted and rules around the structure of the committee, compilation of agendas, consideration and determination of reports, the role of officers, the role of any working groups established and public participation.

#### Public Participation

The importance of ensuring that the public can raise issues within the Terms of Reference of the Joint Committee and in relation to agenda items to be discussed is recognised. The current Terms of Reference are fairly limited in nature, however the public may have views they wish to express on matters to be determined.

Whilst much of the work of the Joint Committee is likely to be of a “housekeeping” nature there will be elements of public interest. Ensuring that there is a public participation item in future meetings of the Joint Committee will allow for proportionate public involvement.

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It is recognised that members of the public and Members who are not members of the Joint Committee may wish to express comment or submit questions on matters under discussion.

The proposed Standing Orders makes allowance for this setting the minimum requirement. The Chair will have discretion to vary public participation dependant on the number of requests received and the interest generated by a particular agenda item; this discretion to be used in a reasonable and proportionate manner.

Contributions under the public participation item will be restricted to matters to be determined by the Joint Committee and relevant to the terms of reference agreed.

### Officers

There is a requirement to ensure identified officers to support the work and operation of the Joint Committee.

For the purpose of the Agreement & Standing Orders the following officers are currently identified:-

- Proper Officer/Lead Chief Executive – Graham Soulsby (Kettering BC)
- Lead Chief Finance Officer – Mark Dickenson (Kettering BC)
- Lead Monitoring Officer – Paul Goult (Corby BC)
- Committee Clerk(s) for Joint Committee – Anne Ireson/Callum Galluzzo (Kettering BC)
- Committee Clerks for working groups – to be drawn from constituent authorities.

#### **4. Financial Implications**

There are currently no direct additional costs related to the work of the Joint Committee. Officer support will be drawn from partner authorities and the central LGR Project Team.

If expenditure is identified in future reports, the Joint Committee will need to confirm at the time of determination and with the agreement of all constituent authorities the appropriate budgetary provision.

#### **5. Legal Implications**

Section 101(5) of the Local Government Act 1972 (LGA 1972) enables a local authority to enter into arrangements for the discharge of its functions jointly with,

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or by, one or more other authority. Under Section 102 of the LGA 1972, local authorities are empowered to appoint joint committees to discharge functions of the councils or to advise the councils.

All principal councils represented within North Northamptonshire have, under the 1972 Act, delegated functions as represented in the agreed Terms of Reference.

### 6. **Conclusion**

The Joint Committee is requested to approve the Agreement & Standing Orders detailed in Appendix 1 for the future operation of the Joint Committee.

### 7. **RECOMMENDATION**

- i) **Approve the Agreement & Standing Orders (Appendix 1) as circulated.**

Background Papers:

Joint Committee Terms of Reference