

**STAFFORDSHIRE MOORLANDS DISTRICT COUNCIL**

**Council**

**16 October 2024**

<b>TITLE:</b>	<b>Council Meetings Procedure Rules and Delegations to Officers</b>
<b>PORTFOLIO HOLDER:</b>	<b>Councillor Mike Gledhill - Leader</b>
<b>CONTACT OFFICER:</b>	<b>Linden Vernon – Head of Democratic Services</b>
<b>WARDS:</b>	<b>Non-Specific</b>

**Appendix A – Council Meeting Procedure Rules**

**1. Reason for the Report**

- 1.1. To present to Members proposals to revise the Council Meeting Procedure Rules and update the delegations to officers following consideration by the Constitution Review Working Party and Standards Committee.

**2. Recommendation**

- 2.1. That Council approves the revised Council Meeting Procedure Rules and delegations to officers.

**3. Executive Summary**

- 3.1 In accordance with Article 15 of the Constitution the Working Party is tasked with reviewing the workings of the Constitution to ensure it remains relevant and up-to-date. Since its initial adoption the Constitution has been reviewed in entirety and consequential updates have frequently been made as a result of changes to legislation. However, as a matter of good practice, it is recommended that elements are reviewed periodically to ensure that the Constitution remains fit for purpose.
- 3.2 It is suggested that the Council Meeting Procedure Rules be reviewed due to their importance to the Council's decision making process. The Constitution Review Working Party met on 24 April and the Standards Committee met on 26 July 2024 to consider potential amendments which have also been reviewed by

political group leaders. The proposed amendments to these Rules are provided in Appendix A to this report (highlighted by tracked changes).

3.3 It is also proposed to amend the delegations to officers, contained in Part 3 Table 7 of the Council's Constitution. This is to clarify and confirm that the delegations to include any officers and officer roles employed by another authority including, in particular the Council's strategic partner, High Peak Borough Council. All recommendations proposed by the Working Party are required to be presented to Full Council for formal approval.

#### **4. How this report links to Corporate Priorities**

4.1 Aim 2 - Use resources effectively and provide value for money. Objective - Strong and effective democratic processes.

**Mark Trillo**  
**Executive Director (Governance and Regulatory Services)**  
**and Monitoring Officer**

#### **Background Papers**

Council Meeting Procedure Rules  
(attached – Appendix A)

#### **Contacts**

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