

## **Remote Meetings - Procedure Rules**

**28 April 2020**

### **Report of the Monitoring Officer**

#### **PURPOSE OF REPORT**

This report sets out draft additional procedures for remote meetings. The requirement to make this change lies with the Monitoring Officer under his duties to monitor and review the Constitution, set out on page 11, paragraph 10 of the Constitution.

**This report is public**

#### **RECOMMENDATION**

- (1) Council is asked to approve the draft procedure rules for remote meetings (appended) for inclusion in the Constitution.**

##### **1.0 Introduction**

- 1.1 The Monitoring Officer has a duty to monitor and review the Constitution and is empowered to make changes to the Constitution as set on page 11 Paragraph 10.
- 1.2 In particular, the Monitoring Officer is required to ensure that the Constitution is up-to-date to ensure that:
- a) Legislative references are updated
  - b) The Constitution reflects the Council's structures and decision-making requirements

##### **2.0 Amendments made**

- 2.1 New legislation which allows Council's to hold remote meetings (Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020) recently came into force. This has been addressed by the introduction of remote meeting procedure rules which are in line with the regulations.
- 2.2 The Monitoring Officer has drafted a set of procedure rules for remote meetings, for inclusion in the Constitution. They are appended to this report for Council to consider.

##### **3.0 Conclusion**

- 3.1 Council is asked to consider the draft procedure rules for remote meetings for inclusion in the Constitution.

**CONCLUSION OF IMPACT ASSESSMENT**

(including Diversity, Human Rights, Community Safety, Sustainability and Rural Proofing)

None.

**LEGAL IMPLICATIONS**

The procedures added to the Constitution are in line with the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

**FINANCIAL IMPLICATIONS**

None identified.

**SECTION 151 OFFICER'S COMMENTS**

TO BE COMPLETED BY s151 OFFICER

**MONITORING OFFICER'S COMMENTS**

As set out in the report

**BACKGROUND PAPERS**

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