

Public Document Pack

Southend-on-Sea City Council

Executive Director (Strategy & Change):

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04 October 2024

Dear Councillor

STANDARDS COMMITTEE - MONDAY, 7TH OCTOBER, 2024

Please find enclosed the notes from colleagues Antohny Collins on the comments made by the Standards Committee at its meeting on 10th September 2024. This should be considered in conjunction with Appendix A to the submitted report.

Tim Row

Principal Democratic Services Officer

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Comments from Standards Committee

~~31 July~~ 10 September 2024

The Committee received an update from the Leader of the Council.

There were still aspects that required amendment to fit the Southend context.

The comments from Cllr Courtenay were noted.

In respect of particular points the following comments/suggestions were made:

Appendix B (Part 1)

- **Point 1.24 Page 21**

The last two lines commencing “Neither the Leader not...” should be deleted as this will be repeated in the terms of reference of the Scrutiny Committees ✓

- **Point 1.33 Page 22**

The word “are” is missing after “who” in the first line. Should be “for the Councillor(s) they want to represent them” as there are three in each Ward. They may be more than one vacancy at any election. ✓

- **Point 1.46 Page 23**

The Chief Executive or Monitoring Officer can each individually authorise officers to attest the seal. ✓

- **Point 1.48 Page 23**

The word “non-substantial” should be removed as it is unclear. Minor amendments should be made in consultation with the group leaders. If there is any disagreement the matter should be referred to the Standards Committee for determination. ✓

- **Points 4.30.5 and 4.30.6 Page 33**

The wording needs to be re-written in plain English. Its current difficult to understand. ✓ this language is straight from the legislation but have tried to make more user friendly

Appendix C (Part 2.1)

- **Page 49 section 6**

Should include Freedom of the City Scheme ✓

Section has been updated to refer to Honorary Titles to ensure that Honorary Alderman and reference to the Freedom of the City Scheme is included. ✓

(Part 2.1)

- **Point 4.14.7 and 4,14,8 Page 3**

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The length of speeches for announcements from the Leader and responses should be as follows:

Leaders Announcement - 4 minutes ✓

Leader of Opposition Response – 4 minutes ✓

Spokespersons/leader of other groups - 2 minutes ✓

A spokesperson for Unaligned Councillors – 2 minutes (spokesperson to be nominated by Unaligned Councillors and on a rotational basis. ✓

Leader's Summing Up – 4 Minutes ✓

- **Points 4.34 and 4.35 Page 56**

Needs clarification re timings. Is it one adjournment totalling 15 minutes of several adjournments totalling no more than 15 minutes e.g. 3 adjournments of 5 minutes ✓

- **Point 4.36 Page 56**

The duration of Council meetings should remain as specified in the existing Council's Procedure Rule. ✓

[Copied from Section 9 of existing constitution](#)

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- **Point 4.41 Page 56**

The extension of the duration of Council meetings should remain as specified in the existing Council's Procedure Rules ✓

- **Point 4.47 Page 57 - Show of Hands**

The electronic voting system is used. Should use show of hand sin the event that the electronic voting system fails ✓

- **Point 4.60 Page 58 – Length of Speeches**

The table is overly complicated. The length od speeches should remain as specified in the existing Council's Procedure Rules. ✓

- **Point 4.62 Page 59**

This is unnecessary given its already stated in point 4.56 on page 58 ✓

- **Point 4.68 Page 60**

The length of questions should be limited to 150 words and the response to 250 words. ✓

- **Point 4.74 Page 61**

Councillors should be able to ask two questions not one. ✓

- **Point 4.75 Page 61**

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Can be deleted as we don't have questions from political groups. ✓

- **Point 4.80 Page 62**

A maximum of 30 minutes should be set aside for Councillor Questions not 20 minutes. ✓

- **Point 4.84 Page 62**

Can be deleted as we don't have questions from political groups. ✓

- **Point 4.85 Page 62**

Can be deleted given the length of response is limited in length in terms of the number of words ✓

- **Point 4.94 Page 64**

Remove reference to Whips meetings from the table as these are not held at Southend. ✓

- **Point 4.116 Page 67**

More clarity needed. Should be submitted at least 3 days before the meeting. ✓

Appendix D – Budget & Policy Framework (part 2.5)

- **Point 1.4 Page 75**

Reference to Select Committees should be Overview & Scrutiny Committees. This reference is repeated throughout this section. ✓

- **Point 1.20 Page 77**

Can be deleted as there is a separate Council procedure Rule in this regard at 4.22 of the Council Procedure Rules on page 54. This should be reworded to reflect the current procedure in the existing procedure rules and to allow a longer lead in time. Joe Chesterton, the Council's Executive Director (Finance & Resources) will provide appropriate wording.

- carry forward ✓

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- **Point 1.30.1 Page 79**

Does not make sense. Needs re-wording.

carry forward

- **Point 1.31 Urgent Decisions Page 79**

There is no reference of advice from S.151 Officer or Monitoring Officer. This needs to be added. ✓

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- **Point 1.34 Page 80**

There is no reference to the Executive. This needs to be added. [√](#)

Other Points

The Chairs of Scrutiny Chairs being invited to present at Cabinet meetings will be picked up in the Overview and Scrutiny Procedure Rules.

The Leader agreed to meet with the Monitoring Officer and Claire Ward of Anthony Collins to Confirm the final amendments to the draft. A tracked changes version and a clean amended version will be sent in good time to the Committee in advance of the meeting.

Appendices E & F to be considered at the next meeting. Senior Appointments and Pay Committee should be amended to Senior Appointments & Disciplinary Committee. [√ part 3](#)

Regulatory Committee and Regulatory Hearing Sub Committee – should this be Licensing Committee and Licensing Sub Committees A & B and possibly C [√ part 3](#)

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