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SOUTHEND-ON-SEA CITY COUNCIL

Meeting of Standards Committee

Date: Monday, 18th November, 2024

Place: Committee Room 5 - Civic Suite

Present: Councillor K Robinson (Chair)
Councillors P Collins (Vice-Chair), K Buck, J Moyies, S Nadeem,
M O'Connor, M Terry, J Morgan and J Tetley

In Attendance: Councillors D Cowan
S Zeiss, J Middleton and T Row

Start/End Time: 2.00 pm - 3.35 pm

30 Apologies for Absence

Apologies for absence were received from Councillors Courtenay and Murphy (no substitutes).

31 Declarations of Interest

No interests were declared at the meeting.

32 Recruitment of Independent Persons for appointment on the Standards Committee

The Committee received a report of the Executive Director (Strategy & Change) that sought approval for the commencement of the recruitment process for three Independent Persons to the Council's Standards Committee, in accordance with the requirements of the Localism Act 2011.

The Chair thanked the two current independent persons (Jane Morgan and Julia Tetley) for their work to date.

Resolved:

1. That the commencement of the recruitment, via advertisement, selection, and interview, of three Independent Persons in accordance with the process set out at 3.4 to 3.7 of the submitted report. Be approved.

2. That an updated role profile, attached at Appendix 1 of the submitted report which has been benchmarked against the role profile of other local authorities to ensure that it is robust and fit for purpose, be noted.

3. That, following interviews, the panel propose to Council the appointment of the recommended Independent Persons.

4. That it be noted that the Council may not appoint anyone who is a member or co-opted member, or officer of the Council, or of Leigh-on-Sea Town Council nor a

relative or close friend of any such member or officer, nor anyone who has within the last five years, been a member or co-opted member or officer.

33 Constitution Review Stage 4 Review of amended draft of Part 7 of the Work Programme, Review and agree Parts 3 and 4 of the Work Programme and Consideration of Financial Procedure Rules and Contract Procedure Rules

The Committee received a report of the Executive Director (Strategy & Change) that presented:

- (i) the revised and final drafting of Part 7 (Officers) of the proposed constitution following the comments of the Committee at its meeting on 12 November listed at Appendix B to the submitted report;
- (ii) the final drafting of Part 3 (Committees) of the proposed constitution as set out in Appendix C to the submitted report;
- (iii) the final drafting of Part 4 (The Executive and Joint Arrangements) of the proposed constitution as set out in Appendix D to the submitted report; and
- (iv) the final drafting of the Contract Procedure Rules as set out in Appendix E to the submitted report.

The report also sought approval for the following documents and protocols to be accessible through links in the constitution itself, but would not form part of it and that the existing Financial Procedure Rules as set out in Appendix F to the submitted report would not form part of the current Constitution Review at this stage but will continue to be in force until they are reviewed and ready for implementation at the commencement of the new financial year:

- Probity in Planning
- Executive/Scrutiny Protocol
- Petitions Scheme
- Freedom of the City and Honorary Alderman Scheme
- Public Speaking Rules
- Licensing Hearing Procedure Rules
- Cabinet Portfolios

The Committee noted that the summary of suggested drafting amendments made by Committee (with annotations from our external advisors, Anthony Collins) from its meeting on 12 November 2024 as listed at Appendix A to the submitted report would be circulated for consideration at the next meeting of the Committee.

Updated copies of Appendices B, C and D were circulated in a supplementary pack.

Resolved:

1. That the summary of suggested drafting amendments made by Committee (with annotations from our external advisors, Anthony Collins) at its meeting on 12 November (Appendix A to the submitted report), be considered at the next meeting of the Committee.

2. That, subject to the comments made at the meeting, the revised and final drafting of Part 7 (Officers) of the proposed constitution following the comments of the Committee at its meeting on 12 November listed at Appendix B to the submitted report be noted.

3. That, subject to the comments made at the meeting, the final drafting of Part 3 (Committees) of the proposed constitution as set out in Appendix C to the submitted report be noted.

4. That the final drafting of Part 4 (The Executive and Joint Arrangements) of the proposed constitution as set out in Appendix D to the submitted report be noted.

5. That, subject to the comments made at the meeting, the revised and final drafting of the Contract Procedure Rules as set out in Appendix E to the submitted report be noted.

6. That the following documents and protocols be accessible through links in the Constitution itself, but will not form part of it:

- Probity in Planning
- Executive/Scrutiny Protocol
- Petitions Scheme
- Freedom of the City and Honorary Alderman Scheme
- Public Speaking Rules
- Licensing Hearing Procedure Rules
- Cabinet Portfolios

7. That the existing Financial Procedure Rules as set out in Appendix F to the submitted report will not form part of the current review of the Constitution at this stage but will continue to be in force until they are reviewed and ready for implementation at the commencement of the new financial year.

Chair: _____

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