

APPENDIX 2

COUNCIL ASSEMBLY BUSINESS PANEL

DRAFT AMENDMENT TO PART 30 OF THE CONSTITUTION

Role and functions

1. To act as an advisory panel to the Mayor on the planning of an annual programme of council assembly meetings taking into consideration the council's policy, and budgetary framework; appropriate themes; community leadership items and the content of informal sessions.
2. To seek advice from community leaders/ active citizens/ experts / relevant officers as required who will act in an advisory role to plan debates on coming themes.
3. To choose themes for meetings of council assembly bearing in mind the principles recommended by the Democracy Commission and to ensure that the themed meetings have a minimum of two months notice.
4. To advise the Mayor and officers on applying the existing arrangements for Motions to themed meetings.
5. To take into account a balance between items of business promoting participative democracy (community engagement), representative democracy (getting more out of elected members) and the necessity to consider statutory and urgent business.
6. To ensure a draft council assembly agenda to political groups prior to agenda dispatch.
7. To recommend to council assembly (via the constitutional steering panel), on the addition of any plans, policies and strategies to the council's policy framework.
8. To review the debating rules and recommend changes to the constitutional steering panel as necessary.

Note

The panel shall be chaired by the Mayor. The membership to comprise of one representative from each political group on the council. The panel shall meet twice per year.