

## Appendix 1 – Proposed Changes to London Councils Standing Orders June 2015

### London Councils STANDING ORDERS<sup>1</sup>

#### Annual Meetings of Leaders' Committee and associated [joint](#) committees and sectoral joint committees

##### Timing and Business

1.8 Leaders' Committee, each associated joint committee and each sectoral joint committee shall hold an Annual General Meeting (AGM) before the end of July of each year.

The relevant joint committee will at its AGM:

- (i) appoint a Chair and up to three Vice Chairs;
- (ii) approve the minutes of the last meeting of that joint committee;
- (iii) receive the minutes of the last AGM;
- (iv) receive any announcements from the Chair and/or Head of Paid Service;
- (v) appoint such sub committees and forums as considered appropriate to deal with matters which are not otherwise reserved to London Councils, LCTEC, Grants Committee or any sectoral joint committee;
- (vi) decide the size and terms of reference for those sub committees and forums;
- (vii) decide the allocation of seats [and substitutes] to political groups<sup>2</sup> in accordance with the political balance rules, [unless the terms of reference \(or constitution\) of a sub-committee or forum makes specific provision for the make up of its membership;](#)
- (viii) approve a programme of ordinary meetings for the joint committee, sub committee or forum for the year;
- (ix) consider any business set out in the notice convening the meeting.

**Comment [ES1]:** Addition for clarification

<sup>1</sup> Also known as Schedule 6 of London Councils Agreement, 2001

<sup>2</sup> Whilst not specifically bound by the legislation that governs this issue in [borough](#) councils, London Councils has operated on a similar basis to boroughs in recognising a party group as being one with two or more members which declare themselves as a group with a Leader. In the context of London Councils, members are the members of Leaders' Committee. No other metric - for example the overall proportion of London Councilors' – is used in determining proportionality among the groups. [Current practice is that party groups are able to offer seats to other elected representatives but are under no obligation to do so.](#)

**Comment [ES2]:** Addition for clarification

~~1.12 Each sectoral joint committee shall hold an annual general meeting before the end of July each year. Each sectoral joint committee will:~~

- ~~(i) receive the minutes of the last Annual General meeting;~~
- ~~(ii) receive any announcements from the Chair and/or Head of Paid Service; (iii) approve a programme of ordinary meetings for the year;~~
- ~~(iv) consider any business set out in the notice convening the meeting.~~

**Comment [ES3]:** Deleted as covered in 1.8

### Ordinary meetings

#### 1.13 London Councils Leaders' Committee

- (viii) receive nominations and make appointments to fill vacancies arising in respect of any sub-committee, forum or outside body for which the joint committee is responsible;
- (ix) receive and consider minutes of meetings, any sub-committees and forums which have taken place since the joint committee last met.

**Comment [ES4]:** Additions for clarification

### Deputy Representatives

- 2.9 If the appointed representative of a London Local Authority is unable to be present at a meeting of London Councils Leaders Committee, an associated joint committee or sectoral joint committees, that member authority may be represented by a deputy who shall be duly appointed for the purpose. A deputy attending a meeting shall declare him/herself as such but shall otherwise be entitled to speak and vote as if he/she were a member of that London Councils committee.

**Comment [ES5]:** Amendment for clarification

### Elected officers

- 2.15 In a year in which there are council elections, the elected officers of London Councils and all its member bodies shall cease to hold office on the day of the council elections and shall cease to be remunerated save that London Councils Leaders Committee may, by agreement, decide to remunerate members for activity in pursuance of the discharge of the business of London Councils under SO 19.2. Notwithstanding, the outgoing Chair shall be able to preside at the subsequent AGM until a new Chair is elected.

**Comment [ES6]:** Amendment for clarification

- 4.2 The Chief Executive shall, not less than five clear working days before the intended meetings of Leaders' Committee and any associated joint committee or sectoral joint committee, circulate a notice thereof to each representative and deputy representative and the Town Clerk/Chief Executive or the nominated officer of every London Local Authority subscribing to Leaders' Committee, the associated committees or sectoral joint committee. The notice will give the date, time and place of each meeting and specify the business to be transacted, and will be accompanied by such reports as are available.

Comment [ES7]: For consistency

## 20 DECLARATIONS OF INTEREST

- 20.1 If you are present at a meeting of London Councils' Leaders Committee or any of its associated joint committees or their any sub-committees or any sectoral joint committee and you have a disclosable pecuniary interest as defined by the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 ("the Regulations") and set out in paragraph 20.5 below relating to any business that is or will be considered at the meeting, you must not:

- (i) participate in any discussion of the business at the meeting, or if you become aware of your disclosable pecuniary interest during the meeting, participate further in any discussion of the business; or
- (ii) participate in any vote or further vote taken on the matter at the meeting.

### Description of disclosable pecuniary interests

- ~~20.6 If you have any of the following pecuniary interests, they are disclosable pecuniary interests under the Regulations. Any reference to spouse or civil partner includes any person with whom you are living as husband or wife, or as if they were your civil partner.~~

- ~~(i) Any employment, office, trade, profession or vocation carried on for profit or gain, which you, or your spouse or civil partner, undertakes.~~
- ~~(ii) Any payment or provision of any other financial benefit (other than from your council or authority) made or provided within the relevant period in respect of any expenses incurred by you in carrying out duties as a member, or towards your election expenses. This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992. The relevant period is the 12 months ending on the day when you tell the monitoring officer about your disclosable pecuniary interests following your election or re-~~

Comment [ES8]: Whole section deleted as this information is more appropriate on the Declaration of Interests form than within Standing Orders

~~election, or when you became aware you had a disclosable pecuniary interest relating to a matter on which you were acting alone.~~

- ~~(iii) — Any contract which is made between you, or your spouse or your civil partner (or a body in which you, or your spouse or your civil partner, has a beneficial interest) and your council or authority:
  - ~~(a) under which goods or services are to be provided or works are to be executed;~~
  - ~~and~~
  - ~~(b) which has not been fully discharged.~~~~
- ~~(iv) — Any beneficial interest in land which you, or your spouse or your civil partner, have and which is within the area of your council or authority.~~
- ~~(v) — Any licence (alone or jointly with others) which you, or your spouse or your civil partner, holds to occupy land in the area of your council or authority for a month or longer.~~
- ~~(vi) — Any tenancy where (to your knowledge):
  - ~~(a) the landlord is your council or authority; and~~
  - ~~(b) the tenant is a body in which you, or your spouse or your civil partner, has a beneficial interest.~~~~
- ~~(vii) — Any beneficial interest which you, or your spouse or your civil partner has in securities of a body where:
  - ~~(a) that body (to your knowledge) has a place of business or land in the area of your council or authority; and~~
  - ~~(b) either —
    - ~~(I) the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body; or~~
    - ~~(II) if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which you, or your spouse or your civil partner, has a beneficial interest exceeds one hundredth of the total issued share capital of that class.~~~~~~

## 26 ACCESS TO MEETINGS AND DOCUMENTS

- 26.2 Applications to film or record meetings of London Councils ~~are requested should be submitted not less than~~ 48 hours before the meeting. Filming will be permitted in accordance with The Openness of Local Government Bodies Regulations 2014 and any relevant guidance issued by the government at the relevant time. ~~The final decision on whether filming or any other recording can take place at a London Councils meeting will be made by the Chair of the relevant joint committee or sub-committee.~~