

MEMBERS PRIVILEGES SUB (POLICY AND RESOURCES) COMMITTEE
Thursday, 24 September 2015

Minutes of the meeting of the Members Privileges Sub (Policy and Resources)
Committee held at Committee Room 4 - 2nd Floor West Wing, Guildhall on Thursday,
24 September 2015 at 11.00 am

Present

Members:

Deputy Billy Dove (Chairman)
Deputy John Barker
Mark Boleat (Ex-Officio Member)
Jeremy Mayhew (Ex-Officio Member)
Deputy Richard Regan
Edward Lord

Officers:

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1. APOLOGIES

Apologies were received from Deputy John Bennett, George Gillon, Oliver Lodge and David Thompson.

2. DECLARATIONS BY MEMBERS OF PERSONAL OR PREJUDICIAL INTERESTS IN RESPECT OF ITEMS TO BE CONSIDERED AT THIS MEETING

There were none.

3. MINUTES

RESOLVED, that the minutes of the meeting held on Thursday 26 March 2015 be approved subject to the insertion under item 5 on Ward Reception Committees as follows: "There was general agreement that each Member should get an equal opportunity on serving on a Ward Reception Committee and a more equitable system should be used."

4. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB COMMITTEE

Corporate Public Transport

A Member asked the representative of the Town Clerk's department as to the absence of a report on Corporate Public Transport that had gone through Establishment Committee on 16 July 2015. It was agreed that the report should be circulated to Members of the Members' Privileges Sub Committee before the end of October 2015.

5. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

Lady Members Lockers

The Sub Committee were updated by the City Surveyor's representative on the recent survey that was carried out to Lady Members of the Court as to their use of the lockers. Out of the Lady Members who responded to the survey there was a general consensus that the lockers did not need to be altered.

One Member in the survey had highlighted the need for new lavatory seats to which it was agreed that this decision could be delegated to the City Surveyor.

The proposals for the current overall refurbishment of the Members locker rooms were addressed and due to the reduced changes in the Lady Members' locker rooms, it was agreed that a report would come to the next Members Privileges Sub Committee to re-present this entire project with the updated reduced costs.

RESOLVED, that:-

- The City Surveyor to report back to the Members' Privileges Sub Committee with revised reduced costs for the entire project

Outstanding Actions Report

A Member asked of the Town Clerk for an Outstanding Actions report to be created from this meeting so that decisions made by the Sub Committee could be kept in check.

RESOLVED, that:-

- The Town Clerk create an Outstanding Actions report as a standing item on the Members' Privileges Sub Committee agenda.

6. **EXCLUSION OF THE PUBLIC**

MOTION – That under Section 100(A) of the Local Government Act 1972, the public be excluded from the meeting for the following items on the grounds that they involve the likely disclosure of exempt information as defined in Part I of the Schedule 12A of the Local Government Act:-

Item Nos.

7

Paragraph(s) in Schedule 12A

3

7. **SECOND FLOOR CHAIRMEN AND DEPUTY CHAIRMEN'S ROOM PROGRESS REPORT**

The Sub Committee considered a report of the City Surveyor relating to the Chairmen and Deputy Chairmen's Room on the second floor of Guildhall West Wing.

Members were divided as to whether this room was being fully utilised, thus could be left as it currently is, or whether this room needed to be refurbished to allow the space to be more actively used. Discussion ensued as to the average number of Members who typically used that space and it was agreed that more impartial analysis needed to be carried out.

There was disagreement as to whether there was more need for Members to have a quiet area for work that requires heavy concentration (in contrast to the Members' Computer Room on the third floor, which allows for conversation) or for there to be more meeting rooms.

One Member reported that the equipment in the room, including the computers and chairs, were not fit for purpose and needed to be updated.

Members discussed current arrangements for meeting space and it was discussed that the small room on the edge of the dining area in the Guildhall Club could also be booked for meetings for Members in addition to Chairman's Room 1. The Chairman of Policy and Resources Committee also agreed that his meeting room could be used if booked through his Executive Assistant. Despite this, some Members continued to ask for a partitioning in the Chairmen and Deputy Chairmen's Meeting Room to create further meeting room space.

Overall, it was agreed that the Members did not have enough information to make an informed recommendation to the Policy and Resources Committee on this issue and asked the City Surveyor to come back to the next meeting with further information.

RESOLVED, that:-

- The City Surveyor's Department to measure more accurately the usage of the Chairmen and Deputy Chairmen's Computer Room and include this in a report back to Member Privileges Sub Committee,
- The City Surveyor's Department to review the proposed costings of the refurbishment of the Chairmen and Deputy Chairmen's Computer Room
- The Town Clerk's Department to ensure that only Chairmen and Deputy Chairmen use Chairmen's Room 1 and to enquire into how the small meeting room in the dining room of the Guildhall Club can be booked

8. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB COMMITTEE

Paper Towels

A Member requested that the City Surveyor reinstate the paper towels that have disappeared from the male Members' lavatories on the third floor of West Wing, to which the City Surveyor representative agreed to do.

9. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED

There were no non-public urgent items.

The meeting ended at 11.30 am

Chairman

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