

GOVERNANCE REFERENCE GROUP
MINUTE OF MEETING OF 1 JUNE 2023

In attendance: Councillor Radley (Chairperson); and Councillors Allard, Crockett, McLellan, Massey (as substitute for Councillor Houghton) and Yuill.

Apologies: Councillor Mrs Stewart.

Officers in attendance: Vikki Cuthbert, Steven Inglis, Gogo Okafor, Martyn Orchard, Michele Pittendreigh and Helen Sherrit.

No.	Agenda Item	Notes of Discussion/Decisions	Action	By Whom
1.	Minute of Previous Meeting of 9 May 2023	<p>The Group had before it the minute of its previous meeting of 9 May 2023.</p> <p><u>The Group resolved:-</u> to approve the minute.</p>		
2.	Standing Orders follow-up and Draft Budget Protocol	<p>The Group had before it a document which set out proposed changes to Standing Orders 7.3, 29.1 and 29.4, which had been discussed at the previous meeting, and provided a draft Budget Protocol.</p> <p>Vikki Cuthbert, Interim Chief Officer - Governance (Assurance), advised that Standing Order 29.3 had been further refined as follows:-</p> <p>Where a motion and amendments are proposed prior to a Council, Committee or Sub Committee meeting, Members should provide a copy of the proposed wording to the Clerk as soon as reasonably practicable and, if possible, before the meeting commences by 12 noon on the working day prior to the meeting.</p> <p>In terms of the Budget Protocol, Vikki explained the rationale with regard to public engagement and advised that a meeting had taken place earlier in the day in terms of what that public engagement might</p>		

No.	Agenda Item	Notes of Discussion/Decisions	Action	By Whom
		look like. The Group resolved:- to note the information and the updates provided.		

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