

## PLYMOUTH CITY COUNCIL

**Subject:** Publication of executive decisions: constitutional amendment

**Committee:** Council

**Date:** 25 January 2016

**Cabinet Member:** Councillor Smith

**CMT Member:** Giles Perritt, Assistant Chief Executive

**Author:** Judith Shore, Democratic and Member Services Manager

**Contact details** Tel: 01752 304494  
Email: [judith.shore@plymouth.gov.uk](mailto:judith.shore@plymouth.gov.uk)

---

### **Purpose of the report:**

On 12 January 2016, the Constitution, Civic and Member Development Working Group considered the proposal to amend the day of publication of executive decisions from a Friday to a Monday and recommended that this is adopted by full Council and the constitution amended accordingly.

---

### **The Brilliant Co-operative Council Corporate Plan 2013/14 -2016/17:**

This report reflects the ethos of open and transparent decision making.

---

### **Implications for Medium Term Financial Plan and Resource Implications: Including finance, human, IT and land:**

There are no financial implications for the Council to implement these changes within the constitution.

---

### **Other Implications: e.g. Child Poverty, Community Safety, Health and Safety and Risk Management:**

No implications

---

### **Equality and Diversity:**

No implications

---

### **Recommendations and Reasons for recommended action:**

Agree that:

1. executive decisions are normally published on a Monday and
2. the constitution is amended accordingly
3. the change is implemented on Monday 8 February 2016

## Reasons for recommendations:

To assist the Council and Members to manage media enquiries more efficiently.

---

## Alternative options considered and rejected:

To retain the existing day for publication of executive decisions. However, this would not assist with the management of media releases and enquiries.

---

## Published work / information:

Council's constitution: [http://www.plymouth.gov.uk/council\\_constitution.pdf](http://www.plymouth.gov.uk/council_constitution.pdf)

**Background papers:** none

---

## Sign off:

Fin	akh 516. 61	Leg	DVS/ 24768	Mon Off	DVS/ 24768	HR		Assets		IT		Strat Proc	
Originating SMT Member													
Has the Cabinet Member(s) agreed the content of the report? <b>Yes</b>													

## Background

1.	Currently, executive decisions (individual decisions made by Cabinet members and officers) are published on Friday's. When the decision is likely to be of interest to the media, press releases are often issued at the same time as executive decisions are published.
<b>Media</b>	
2.	If the media wish to publish any stories related to any of the decisions and need more information or an interview, they usually approach the Council and/or the Cabinet member.
3.	This can be difficult on Friday evenings and over the weekend as Cabinet members may not have the necessary information to respond until the following Monday. This can lead to inaccurate or misleading stories being published.
<b>Background information</b>	
4.	The legislation, 'The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012' says that decisions should be published as soon as 'reasonably practicable'.
5.	The constitution states, 'Part C, Call in Procedures:  Publishing decisions that can be called in.

	On the Friday after a decision that could be called in is taken, the democratic support section will email information about the decision to all Councillors. ...'
<b>Implementation of executive decisions</b>	
6.	On Fridays, Democratic Support emails information about the executive decisions to all councillors. If three councillors wish to call-in any of the decisions, they have five clear working days to do so i.e. by 4.30pm on the following Friday.
7.	If decisions are published on a Monday, the call-in period will expire on the following Monday. The implementation of the decision, if not called-in, will be delayed by one working day only. (If a Bank Holiday falls on a Monday, the decision(s) would be published on the following working day.)
<b>Amending the constitution</b>	
8.	It is suggested that the constitution is amended and the change takes effect from Friday 8 February, as this will allow time for the Council's decision to be communicated to Council Officers.