

COUNCIL EXECUTIVE

A REMIT AND POWERS

1 All of the Council's policy-making, decision-making and statutory functions, powers and duties whatsoever, other than:-

(a) those matters reserved to full council by law or by council policy in terms of this Scheme of Administration,

(b) those matters delegated to other Committees or Sub-Committees of the Council in terms of this Scheme of Administration, and

(c) those matters delegated by the Council to a Joint Committee or Joint board.

B MEMBERSHIP

1 13 members (7 Labour, 3 SNP, 2 Conservative, 1 Liberal Democrat).

2 Where required or allowed by relevant legislation and guidance, all members, including substitutes and including the appointed members, require to have undergone a disclosure check to the satisfaction of the Chief Executive.

C QUORUM AND VOTING

1 5 members.

2 Voting shall be conducted in accordance with Standing Order 16 and Standing Order 3, as appropriate.

D SUBSTITUTES

1 Substitutes allowed, drawn from all Elected Members of the Council (subject to B.2, above).

E MEETINGS (SUBJECT TO STANDING ORDER 41)

1 Scheduled meetings to take place twice in each eight-week cycle of meetings.

2 Meetings shall be held as physical, hybrid or remote-access meetings, in accordance with SO41.

3 Where 2 metre physical distancing precautions apply in the Civic Centre, the maximum number of members entitled to be physically present for a physical or hybrid meeting shall be the Chair plus 8 more, comprising 2 SNP members, 2 Labour members, 2 Conservative members, the Independent member and the Liberal Democrat member, as appropriate, to be seated in the outer circle

4 Where 1 metre physical distancing precautions apply in the Civic Centre, the maximum number of members entitled to be physically present for a physical or hybrid meeting shall be the Chair plus 8 more, comprising 2 SNP members, 2 Labour members, 2 Conservative members, the Independent member and the Liberal Democrat member, as appropriate, to be seated in the outer circle.

5 Where no physical distancing precautions apply in the Civic Centre, there are no restrictions on the number of members who may be physically present for a physical or hybrid meeting.

F REPORTING ARRANGEMENTS

1 Minutes to be reported to the next meeting of the Committee.

G MISCELLANEOUS

- 1 The Council shall appoint such Executive Councillors as it thinks fit from time to time to be responsible for a specified area of the Council's functions, to be called a "portfolio". Those Executive Councillors shall, unless the Council decides to the contrary, act as the Council's spokespersons for their respective portfolios.
- 2 Each portfolio holder shall be the Chair of the Policy Development and Scrutiny Panel for that portfolio. The Chair of each such Policy Development and Scrutiny Panel shall, in consultation with the relevant Depute Chief Executive and the Lead Officer, be responsible for convening and conducting of meetings of that Policy Development and Scrutiny Panel in an open, efficient, effective way and in accordance with Standing Orders.
- 3 Where a Policy Development and Scrutiny Panel regularly deals with business which falls within the functions of the Council as education authority in terms of section 124 of the Local Government (Scotland) Act 1973, the Members appointed to that Panel shall include at least one of the six appointed members of the Education Executive established in terms of this Scheme of Administration.
- 4 Where an item of business or a motion or a question deals with a matter which falls within the functions of the Council as education authority, in terms of section 124 of the Local Government (Scotland) Act 1973, it shall be dealt with by, and if necessary remitted to, the Education Executive.
- 5 The decision as to whether or not an item of business or a motion or a question or a Policy Development and Scrutiny Panel deals with a matter which falls within the functions of the Council as education authority shall be determined by the Clerk in consultation with the Chair.