

## CABINET ITEM COVERING SHEET PROFORMA

**AGENDA ITEM**

**REPORT TO CABINET**

**18<sup>TH</sup> APRIL 2013**

**REPORT OF CORPORATE  
MANAGEMENT TEAM**

### **CABINET DECISION**

**Corporate Management & Finance - Lead Cabinet Member – Councillor Harrington**

#### **MINUTES OF VARIOUS BODIES**

1. Summary

To consider the attached minutes.

2. Recommendations

That the minutes of the meeting detailed in the appendices be approved/received, as appropriate.

3. Reasons for the Recommendations/Decision(s)

To note/ratify, as appropriate, the minutes of the meetings detailed.

4. Members' Interests

Members (including co-opted Members with voting rights) should consider whether they have a personal interest in the item as defined in the Council's code of conduct (**paragraph 8**) and, if so, declare the existence and nature of that interest in accordance with paragraph 9 of the code.

Where a Member regards him/herself as having a personal interest in the item, he/she must then consider whether that interest is one which a member of the public, with knowledge of the relevant facts, would reasonably regard as so significant that it is likely to prejudice the Member's judgement of the public interest (**paragraphs 10 and 11 of the code of conduct**).

A Member with a prejudicial interest in any matter must withdraw from the room where the meeting considering the business is being held -

- in a case where the Member is attending a meeting (including a meeting of a select committee) but only for the purpose of making representations, answering questions or giving evidence, provided the public are also allowed to attend the meeting for the same purpose whether under statutory right or otherwise, immediately after making representations, answering questions or giving evidence as the case may be;
- in any other case, whenever it becomes apparent that the business is being considered at the meeting;

and must not exercise executive functions in relation to the matter and not seek improperly to influence the decision about the matter (**paragraph 12 of the Code**).

**Further to the above, it should be noted that any Member attending a meeting of Cabinet, Select Committee etc; whether or not they are a Member of the Cabinet or Select Committee concerned, must declare any personal interest which they have in the business being considered at the meeting (unless the interest arises solely from the Member's membership of, or position of control or management on any other body to which the Member was appointed or nominated by the Council, or on any other body exercising functions of a public nature, when the interest only needs to be declared if and when the Member speaks on the matter), and if their interest is prejudicial, they must also leave the meeting room, subject to and in accordance with the provisions referred to above.**

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MANAGEMENT TEAM**

**CABINET DECISION**

**MINUTES OF VARIOUS BODIES**

**SUMMARY**

To consider the attached minutes.

**RECOMMENDATIONS**

That the minutes of the meeting detailed in the appendices be approved/received, as appropriate.

**DETAIL**

1. In accordance with the Council's Constitution or previous practice the minutes of the meeting of the bodies indicated below are submitted to members for consideration:-

The Housing and Neighbourhood Partnership – 26<sup>th</sup> February 2013 - Appendix 1

**FINANCIAL IMPLICATIONS**

2. Where applicable, as specified in the minutes

**LEGAL IMPLICATIONS**

3. Where applicable, as specified in the minutes

**RISK ASSESSMENT**

4. This report is categorised as low to medium risk.

**SUSTAINABLE COMMUNITY STRATEGY IMPLICATIONS**

5. As indicated in the minutes.

**EQUALITY IMPACT ASSESSMENT**

6. This report is not subject to an assessment.

**CONSULTATION INCLUDING WARD/COUNCILLORS**

7. Not applicable.

**Name of Contact Officer: Peter Bell**  
**Post Title: Democratic Services Officer**  
**Telephone No. 01642 526188**  
**Email Address: peter.bell@stockton.gov.uk**

Background Papers

None

Ward(s) and Ward Councillors:

None

Property

None