

Commenced: 6.00pm  
Concluded: 7.04pm

**Resources and Governance Board  
19 August 2013**

Present            Councillor Martin (Chair)  
                      Councillors Ashburner, Davis, Roberts and Stanton

In Attendance    Councillors Carr and Russell

**10/13      Apologies for Absence**

Apologies were received from Councillors Jones, Nawaz and Radford.

**11/13      Late items introduced by the Chair**

There were no late items.

**12/13      Declarations of Interest**

There were no declarations of interest.

**13/13      Minutes of the meeting held on 8 July 2013**

The minutes of the meeting held on 8 July 2013 were agreed as a correct record and signed by the Chair.

**14/13      Call-in**

There were no items.

**15/13      Council Cabinet Forward Plan**

**Resolved to note the Forward Plan.**

**16/13      Review of Call-in Procedure**

The Board received a report from the Monitoring Officer on Amendments to the Call-in Procedure. It was reported that at the last meeting of the Board, a recommendation was made for the Monitoring Officer to undertake a review of the procedural guidance in respect of the Council's Call-in Procedure and prepare amendments of the procedure and obtain the views of the Leader of the Council and the group leaders for the Conservatives and Liberal Democrats. Members noted that the Leader of the Council had reviewed the draft Call-in procedure and had indicated his consent to the reviewed

procedure. It was further reported that comments had been submitted from the Liberal Democrat Councillor Allen and these were circulated to the Board.

The Board considered the comments circulated and agreed minor amendments to the draft Call-in procedure.

**Resolved:**

- 1. to consider the revised Call-in procedure as prepared by the Monitoring Officer in terms of its fitness for purpose;**
- 2. to agree minor amendments to the procedure as outlined by the Board; and**
- 3. to recommend to Council that consideration is given to supporting the amendment to the Call-in procedure.**

## **17/13 Implementation of Individual Electoral Registration**

The Board received a report of the Electoral Registration Officer on Implementation of Individual Electoral Registration. The report was presented by the Director of Legal and Democratic Services. It was reported that a new national system of Individual Electoral Registration (IER) would be implemented from 1 July 2014. The new system of individual registration would replace the current system of household registration. It was further reported that the voters would also have the opportunity to register to vote electronically as part of the project.

Members noted that a 'Confirmation Dry Run' exercise took place in July 2013 which allowed the authority to discover the percentage of electors that could automatically transfer to IER based on current registration information. It was reported that the percentage match rate was 78.6%.

The Head of Democratic Services reported that funding had been applied for from the Cabinet Office to help increase registration levels among home owners. Members noted that it was intended to use the funding to create a home movers pack that contained relevant information.

It was reported that the last traditional city wide annual household registration canvass would take place from 1 October 2013 and the Council would use that as an opportunity to provide details to all households about the elector registration changes and clearly advising them of the imminent changes. Members noted that a national programme of publicity would be developed in the lead up to the implementation date and that this would be complimented by local publicity.

**Resolved:**

- 1. to note the steps being taken to prepare for the implementation of Individual Electoral Registration on 1 July 2014;**
- 2. to note that the progression for implementation is being monitored by the Resources Programme Board;**

3. to acknowledge that Derby City Council is doing all that it reasonably can to make the transition to Individual Electoral Registration as smooth as possible; and
4. to request that a report be brought to a future meeting on the results of the canvass.

## 18/13 Board Work Programme

The Board received a report of the Strategic Director of Resources on Work Programme of the Resources and Governance Board. The report was presented by the Scrutiny and Civic Services Manager. It was reported that at the last meeting of the Board, Members were asked to provide suggestions for the Board's annual work programme. Members were asked to consider the items received, which were included in a table at Appendix 2 of the report.

Members agreed that implementation of Individual Electoral Registration be added to the work programme to give the Board the opportunity to monitor progress.

### **Resolved:**

1. to consider and adopt a work programme for the current municipal year, and
2. to agree that implementation of Individual Electoral Registration be added to the work programme.

MINUTES END