

## CONSTITUTIONAL REVIEW WORKING PARTY

Minutes of the meeting held on 21 June 2019 at 2.00 pm in Council Chamber, Cecil Street, Margate, Kent.

**Present:** Dr Jonathan Sexton (Independent Chairman)  
Councillors Dennis, Hopkinson, Stevens and Tomlinson

### 110. APOLOGIES FOR ABSENCE

There were no apologies for absence.

### 111. DECLARATIONS OF INTEREST

Tim Howes, Director of Corporate Governance and Monitoring Officer declared an interest in agenda item 4, recognising that he would be a non-voting participant in the deliberations.

There were no declarations of interest from Members.

### 112. MINUTES OF PREVIOUS MEETING

Members agreed that the minutes of the meeting of the Constitutional Review Working Party held on 22 January 2019 be approved and signed by the Chairman.

### 113. STANDING ORDERS IN RELATION TO STAFF

Tim Howes, Director of Corporate Governance and Monitoring Officer presented the report.

Members raised questions and the following changes were proposed:

- It was suggested that the number of Members of the Council on the Disciplinary Appeals Committee should be increased from 3 to 5.
- The wording in part d) regarding the membership of Disciplinary Appeals Committee should be clarified.
- Reference made to the independent investigator and where they fit into the process and where members of the executive have a role.
- Adjustments should be made to the flow chart at Annex 3 to reflect the above.

It was proposed by Councillor Stevens, seconded by Councillor Dennis and AGREED:

To make recommendations to Standards Committee subject to the amendments made in the meeting:

- a) to extend the terms of reference of the General Purposes Committee, as set out in Annex 1;
- b) to appoint a Disciplinary Appeals Committee and agree its terms of reference, as set out in Annex 1, and agree the Committee should comprise three Members of the Council appointed on a politically proportionate basis;
- c) to appoint an Independent Persons Panel, agree its terms of reference, as set out in Annex 1, and agree that it should comprise three Independent Persons;

- d) to agree to pay a fee to Independent Persons appointed to the Independent Persons Panel equal to the agreed rate paid in respect of their role in advising Council on Councillor Conduct issues;
- e) to amend the Employment Rules, as set out in Annex 2;
- f) to delegate to the Committee Services Manager authority to invite and appoint members to serve on the Independent Persons Panel as set out in paragraph 5 of the report, and;
- g) to delegate to the Chief Executive the authority to suspend the S.151 Officer or the Monitoring Officer in cases of urgency, as set out in paragraph 9

Meeting concluded : 2.40pm