

CONSTITUTIONAL REVIEW COMMITTEE WORK PROGRAMME

Constitutional Review Committee 28 May 2024

By	Ingrid Brown, Head of Legal and Democracy & Monitoring Officer
Cabinet Portfolio Member	Cllr Yates, Cabinet Member for Corporate Services
Key Decision	No
Decision classification	Unrestricted
Ward:	All

Purpose of the Report

This report confirms the dates of the meetings of the Constitutional Review Committee for the ensuing year. The report also acts as a work programme for those meetings allowing Councillors foresight of future topics for the Committee.

Recommendation(s):

The Committee instructions are sought if there are any amendments to the proposed topics covered in the ensuing year, otherwise Councillors are asked to note the report.

1. Summary of Reasons

- 1.1 Setting out a confirmed series of dates for future meetings allows Councillors certainty in their calendar and also reduces the amount of officer time needed to organise meetings in comparison with ad hoc meetings. In addition, having a work programme allows both Councillors and Officers time to properly research and prepare for forthcoming meetings, rather than “surprising” Members with a different topic on an ad-hoc basis.

2. Background

- 2.1 The forerunner of the Constitutional Review Committee the Constitutional Review Working Party at its meeting on 27 February 2024 recommended:

“Another suggestion was made to have one annual meeting every year, following the annual Full Council meeting for any changes and to lay out a work programme for the following year.

The Chair proposed, Councillor Austin seconded and Councillors agreed, that:

1. The Council's constitutional change process change from a three-step process (CRWP to Standards to Full Council) to a two-step process (CRWP to Full Council);
2. That the membership be expanded in line with other Council committees;
3. That the CRWP have an annual meeting to consider the future year's work programme;
4. That the CRWP change its name to the Constitutional Review Committee."

2.2 These recommendations were then ultimately agreed by the Full Council. The name and membership of this committee were changed at the Annual Council meeting and this meeting is acting as the new committee's annual meeting considering its future program of work.

3. Relevant Issues

3.1 It is proposed that there is a Constitutional Review Committee meeting in the lead up to most regular Council meetings. Annual and Budget Council being the exception as these have set agendas.

3.2 The dates and suggested work topics are outlined in the table below.

Date of CRC Meeting	Date of Full Council meeting	Topic Areas to be discussed
28 May 24	11 July 24	<ul style="list-style-type: none"> ● CRC Work Programme ● Special Urgency Procedures ● Delegations
24 June 24	11 July 24	<ul style="list-style-type: none"> ● Questions at meetings, length of time allowed, how questions are selected to be answered, scope of questions. ● Speech lengths ● Minuting of voting.
24 Sept 24	10 Oct 24	<ul style="list-style-type: none"> ● Motions - clarification of process, deadlines and who can debate them.
Nov	12 Dec 24	<ul style="list-style-type: none"> ● Rules of Debate - number of opportunities to speak on an agenda item.
Feb 25	27 Mar 25	<ul style="list-style-type: none"> ● Annual review report of the Committee for consideration by Full Council.

3.3 The topic areas in the table above have come from discussion with the Leader of the Council and from other Councillors.

3.4 If other Councillors would like to add items to future meetings of the Constitutional Review Committee then they are free to submit them to Democratic Services who in turn will include them in the next CRC work programming report where the Committee can decide whether it wants to commission a report on the issue raised ready for the following meeting of the Committee.

4. Alternative Options

4.1 The Committee could add additional items to the work programme if it wanted to, if they felt that particular areas needed to be reviewed. This could be at this meeting or anytime throughout the year. The committee could also change the order of the items in the work programme if it felt that certain items were of a higher priority than others.

5. Consultation

5.1 There is no requirement for any statutory consultation on these issues.

6. Corporate Implications

6.1 Finance and Resources

6.1.1 There are no financial implications to the report.

6.2 Legal and Constitutional

6.2.1 This report is for noting and as such there are no particular legal or constitutional issues arising. The report proposes a work plan for the committee but the committee may decide to agree an amended plan for the year.

6.3 Council Policies and Priorities

6.3.1 An up to date and regularly reviewed constitution ensures that the Council is using its meeting time in an effective and efficient way. This report relates to the following corporate priorities: -

- To work efficiently for you

6.4 Risk

6.4.1 There are no risks associated with this report.

6.5 Climate Change and Biodiversity

6.5.1 There are no Climate Change or Biodiversity implications to the report.

7. Equality, Equity and Diversity Implications

7.1 Members are reminded of the requirement, under the Public Sector Equality Duty (section 149 of the Equality Act 2010) to have due regard to the aims of the Duty at

the time the decision is taken. The aims of the Duty are: (i) eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act, (ii) advance equality of opportunity between people who share a protected characteristic and people who do not share it, and (iii) foster good relations between people who share a protected characteristic and people who do not share it.

7.2 Protected characteristics: age, sex, disability, race, sexual orientation, gender reassignment, religion or belief and pregnancy & maternity. Only aim (i) of the Duty applies to Marriage & civil partnership.

7.3 Whilst there are no specific equality implications to the report, the Council should always try to have a constitution that allows participation by all.

8. Crime and Disorder Implications and Community impact

8.1 There are no crime and disorder implications to the report.

9. Subject History

Constitutional Review Working Party 27 February 2024
Annual Council 9 May 2024

Appendices

None

Background Papers

None

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Report Sign Off

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