

CONSTITUTIONAL REVIEW COMMITTEE WORK PROGRAMME

Constitutional Review Committee 24 June 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

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

Recommendation(s):

1. That the Committee note the content of this report
2. That the Committee either agrees the topics proposed for its consideration during the following year or it proposes amendments to those suggested topics and/or the order it is proposed the Committee consider those topics.

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 This report reflects the recommendations made by the Constitutional Review Committee at its meeting of 28 May 2024 where it, agreed the work programme as shown at paragraph 3.2 of the report.

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
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. • 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. • Joint Leaders of political groups • Speech lengths including chairs discretion
Nov	12 Dec 24	<ul style="list-style-type: none"> • Rules of Debate - number of opportunities to speak on an agenda item. • Licensing Sub-Committees and Licensing Board Substitutes • Petitions - what happens between meetings
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 and the Committee itself; those added at the last meeting on 28 May 2024 are shown in bold.

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 decide to add additional items to the work programme if it considered that a particular matter needed to be reviewed. Any decision taken to amend the topics for consideration could be taken at this meeting or at any other meeting of the Committee. The Committee could also change the order of the items in the work programme if it took the view that certain items were of a higher priority than others.

5. Consultation

5.1 There is no public law duty to consult in relation to this matter nor is there any 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. The Committee may decide to agree this plan or to agree an amended plan for the year. As set out in the body of this report, the Committee may at any time during the year take the decision to amend its plan of work.

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

9.1 The work programme is considered at every meeting of the Constitutional Review Committee.

Appendices

None

Background Papers

None

Report Author(s) Contact: Nick Hughes, Committee Services Manager and Deputy Monitoring Officer

Telephone: 01843 577208

Email: Nicholas Hughes (Committee Services Manager)

Report Sign Off

Legal Ingrid Brown (Head of Legal and Democracy & Monitoring Officer)

Finance Matthew Sanham (Head of Finance and Procurement)