

**HARBOROUGH DISTRICT COUNCIL**  
**MINUTES OF THE MEETING OF THE CONSTITUTIONAL REVIEW COMMITTEE**

Held at The Council Chamber,  
The Symington Building, Adam & Eve Street,  
Market Harborough, LE16 7AG  
On Wednesday 8<sup>th</sup> June 2022  
commencing at 6.30pm

**Present:**

**Councillor Neil Bannister (Chairman of the Council)**

Councillors: Champion, Dann, Johnson, King (Chairman), Modha, Mrs Robinson  
and Mrs Simpson.

Officers present: L. Elliott – Interim Chief Executive, N. Kwasa – Senior Democratic  
Officer, C. Mason – Director of Finance, ICT and Assets and B. Morris – Interim  
Monitoring Officer.

**1. ELECTION OF THE CHAIRMAN FOR THE YEAR 2022/23**

The Chairman of the Council opened the meeting. He noted that the first item on the agenda was the Election of a Chairman for the Constitutional Review Committee for the municipal year 2022/23. Councillor Dann nominated Councillor King and this was seconded by Councillor Champion. There being no other nominations, Councillor King was duly elected.

Councillor King took the chair.

**2. APPOINTMENT OF THE VICE CHAIRMAN FOR THE YEAR 2022/23**

The Chairman asked for nominations to the position of Vice Chairman of the Constitutional Review Committee for the municipal year 2022/23. The Chairman nominated Councillor Dann; this was seconded by Councillor Champion. There being no other nominations, Councillor Dann was duly elected.

**3. APOLOGIES FOR ABSENCE AND NOTIFICATIONS OF SUBSTITUTIONS**

There were none.

#### **4. DECLARATIONS OF MEMBERS' INTERESTS.**

There were none.

#### **5. MINUTES**

**RESOLVED** that the minutes of the Constitutional Review Committee meeting held on 9<sup>th</sup> March 2022 be approved and signed by the Chairman as a true record.

#### **6. PROPOSED CHANGES TO THE CONSTITUTION**

The Director of Finance, ICT and Assets introduced the report, the purpose of which was for the Committee to consider the amendments to the Constitution set out in Appendix A and B in relation to governance and sealing of documents. Members had the chance to question Officers and following the discussion it was;

**RESOLVED** That the amendments to the Constitution set out in Appendix A and B are considered and recommended to Council for approval and adoption.

#### **7. REVIEW OF ARRANGEMENTS FOR DEALING WITH COMPLAINTS UNDER THE MEMBERS' CODE OF CONDUCT – PART 5 OF THE CONSTITUTION**

The Interim Monitoring Officer introduced the report, the purpose of which was for the Committee to consider the amendments to the Arrangements for Dealing with Complaints Under the Members' Code of Conduct contained in Part 5 of the Council's Constitution. The Committee highlighted that there were errors in the formatting of the report on pages 47 and 48. It was AGREED that these would be amended prior to the report going to Council for consideration. Members had the chance to question Officers and following the discussion it was;

**RESOLVED** that the Committee recommend to Council the amendment of the Arrangements for Dealing with Complaints Under the Members' Code of Conduct in accordance with Appendix A to the Report.

## **8. UPDATES TO PART 3: RESPONSIBILITY FOR FUNCTIONS**

The Interim Monitoring Officer introduced the report, the purpose of which was for the Committee to consider, agree and recommend to Council the updated delegations, as noted in Appendix A, in relation to the Regulatory Committee, Section B of Part 3 of the Council's Constitution. Members had the chance to question Officers and following the discussion it was;

**RESOLVED that the Constitutional Review Committee recommend to Council the updated delegations in section B.2.4, Part 3 of the Council's Constitution as noted in Appendix A.**

## **9. ANY URGENT BUSINESS**

There was none.

The Meeting closed at 7.06pm.