

# Harborough District Council



## Report to Council Meeting of 24 July 2023

<b>Title:</b>	Update from the Constitutional Review Committee
<b>Status:</b>	Public
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<b>Lead Councillor:</b>	Chairman of the Constitutional Review Committee, Cllr Knowles
<b>Appendices:</b>	n/a

### Summary

- i. This report summarises the activities of the Constitutional Review Committee since the last meeting of Council.

### Recommendations

1. That Council note the report.

### Reasons for Recommendations

- ii. The Council Procedure Rules contained within the Council's constitution provide that Council will, at an ordinary meeting of the Council, receive a report from each committee and receive questions and answers on that report.

## 1. Purpose of Report

- 1.1. This report updates Council on the activities of the Constitutional Review Committee since the last meeting of Council.

## 2. Background

- 2.1. The Council's constitution includes, at Part 4, Council Procedure Rules. These procedure rules apply to meetings of the full Council. They also largely apply to committee and sub-committee meetings, but do not apply to Overview and Scrutiny meetings, or to meetings of Cabinet, which bodies each have their own procedure rules, also contained in Part 4 of the Constitution.

- 2.2. Council Procedure Rule 2 sets out the order of business to be transacted at an ordinary meeting of Council, stating at 2.10 that it will “receive reports from the Council’s Committees and receive questions and answers on those reports”.

### **3. Details**

- 3.1. Members will recall that Annual Council resolved to maintain existing Committees. The Constitutional Review Committee has met once, appointed Cllr Knowles as the chairman of the committee, and has agreed that progress in the review of the Constitution is a priority.
- 3.2. The Committee agreed that given the scale and importance of the review of the Constitution, it was appropriate that:
  - 3.2.1. the review of the constitution be broken down into chunks (primarily by Part);
  - 3.2.2. all Members be afforded the opportunity to contribute to the review of the constitution;
  - 3.2.3. a variety of methods be utilised to encourage member engagement in the review of the constitution, with the preferred method being via completion of the electronic response Form;
  - 3.2.4. the Monitoring Officer arrange for short explanatory videos to be provided to accompany proposed drafts of the constitution to allow members to read the proposals, watch the videos and respond to the consultation at their leisure but within defined periods;
  - 3.2.5. the Monitoring Officer annotate any proposed changes to the constitution clearly to aid understanding as to why the change is proposed (by notes at the point of change);
  - 3.2.6. all Members commit to reading the existing constitution as published on the website and the provided documents prior to submitting their comments;
  - 3.2.7. a task and finish group of members from the committee be formed to provide swift consideration and determination of potential conflicts identified through the review process;
  - 3.2.8. the committee aim to finalise proposals at its next meeting with a view to making a formal recommendation to December Council on the adoption of a revised constitution;
  - 3.2.9. additional meetings of the committee be arranged if required to ensure progress on the review is maintained.

### **4. Implications of Decisions**

#### **Corporate Priorities**

- 4.1. The Council is committed to delivering its corporate priorities as set out in its corporate plan. Providing the information contained within this report gives assurance that the Council continues to work to deliver these priorities.

#### **Consultation**

- 4.2. This report reflects the considerations of the committee, which all members were entitled to attend. No further consultation is required.

### **Financial**

- 4.3. This report provides an update on the work of the committee and has no financial consequences for the budget set by the Council.

### **Legal**

- 4.4. This report provides an update on the work of the committee and ensures the committee complies with its obligations to Council as set out in the Council Procedure Rules.

### **4.5. Environment Implications**

- 4.6. This update report does not impact upon the Council's commitment to achieving net zero carbon.

### **Risk Management**

- 4.7. The contents of this report do not pose any risk implications for the Council as it provides and update on the work of a committee.

### **Equalities Impact**

- 4.8. The Council has a statutory duty to consider and demonstrate equalities impact in all of its activities. However, the report does not directly impact upon the public sector equality duty given it reports the activities of a committee.

### **Data Protection**

- 4.9. This report contains no private information.

## **5. Alternative Options Considered**

- 5.1. There are no alternative options given this report is required to comply with the Council Procedure Rules.

## **6. Recommendation**

- 6.1. Council is invited to note the activity of the Constitutional Review Committee since the last meeting of Council.

## **7. Background papers**

- 7.1. None

