



## **Minutes of the Constitution Working Party**

**19 September 2017**

**-: Present :-**

Councillor Nick Bye, Councillor Steve Darling, Councillor Ray Hill, Councillor Mark Kingscote, Councillor Mike Morey and Councillor Alan Tyerman

(Also in attendance: Anne-Marie Bond and June Gurry)

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### **1. Election of Chairman/woman**

Councillor Hill was elected Chairman for the remainder of the Municipal Year.

#### **Councillor Hill in the Chair**

### **2. Apologies for Absence**

Apologies for absence were received from Councillor Stocks (represented by Councillor Darling (S)) and Councillor Tolchard.

### **3. Review of Constitution - Leader and Cabinet Model of Governance**

The Working Party received an outline for its approach for overseeing the review and amendments required to the Constitution when the Council moves from a Mayoral form of governance to a Leader and Cabinet model. Members reviewed a proposed timeline and work programme.

The following was discussed:

- Whether shadow arrangements, with agreement of the Elected Mayor, should be in place prior to May 2019;
- Elected Mayor's Executive representation on the Working Party;
- Ensuring the governance structures and Constitution are fit for the challenges faced by the Council;
- Opportunity to improve current processes and practice; and
- Additional areas to be added to the work programme.

Actions:

1. Conservative Group Leader to be requested to review Conservative Group membership on the Working Party to ensure the Elected Mayor's Executive is represented – Chairman, Councillor Hill

2. Add the following to the work programme:
  - a) approach to member questions (ensuring they are dealt with appropriately and efficiently);
  - b) interaction and involvement of members on outside bodies and feedback mechanism; and
  - c) external relationships and wider governance outside of the Council e.g. Town Councils, engagement with wider community and Combined Authority.

- June Gurry
3. Circulate updated work programme for issues/challenges and good practice to be identified – Working Party/Anne-Marie Bond/June Gurry

**4. Response to Local Government Boundary Commission for England's draft report**

The Working Party recommended that its terms of reference be expanded to enable it to make recommendations to December's Council meeting on the draft report from the Local Boundary Commission for England on warding patterns, due to be received on 3 October 2017. The Group Leaders present at the meeting (Councillors Darling (S) and Morey), agreed for the Monitoring Officer to make this addition.

Action:

Monitoring Officer to seek approval from the Elected Mayor and Conservative Group Leader – Anne-Marie Bond

**5. Dates and times of future meetings**

Actions:

1. Future meetings of the Working Party to be held at 4 pm and not on Mondays – June Gurry/Amy Lawrence
2. Once agreement gained from Mayor and Conservative Group Leader (see minute 4 above), arrange two meetings of the Working Party to receive the review of warding arrangements draft report (w/c 16 October 2017, but avoiding Council meeting preparations) and to make recommendations to Council (w/c 13 November 2017) – Teresa Buckley/Amy Lawrence