

## **Meeting of the Council – 15<sup>th</sup> July, 2024**

### **Report of the Lead for Law and Governance (Monitoring Officer)**

#### **Constitution and Related Matters**

##### **Purpose of Report**

1. To report on updates to the [Council's Constitution](#) and related matters.

##### **Recommendations**

2. That the updates made to the Constitution, following the Annual Meeting of the Council on 16<sup>th</sup> May, 2024, be noted.
3. That Councillor D Roberts be elected as Vice-Chair of the Children's Services Select Committee for the remainder of the 2024/25 municipal year.
4. That the Council endorse the designation of Member Champions as set out in paragraph 10.
5. That, in accordance with statutory requirements, the Council establish an Independent Remuneration Panel comprising three Independent Persons as referred to in paragraph 14.

##### **Background**

6. At the Annual Meeting on 16<sup>th</sup> May, 2024, the Council reaffirmed the Constitution and Scheme of Delegation for the 2024/25 municipal year. The Council also resolved that the Monitoring Officer be authorised to make any necessary and consequential amendments to the Constitution arising from decisions made by the Council and to reflect any ongoing restructuring activity, changes in legislative requirements, statutory provisions or associated regulations or guidance.

7. The Constitution has been updated to reflect decisions made at the Annual Meeting of the Council, in particular revisions to Cabinet Portfolios and the adoption of revised Overview and Scrutiny/Select Committee arrangements for 2024/25. The Scrutiny Procedure Rules were considered by the [Overview and Scrutiny Committee on 20<sup>th</sup> June, 2024](#).

#### Vice-Chair of the Children's Services Select Committee

8. At the Annual Meeting of the Council on 16<sup>th</sup> May, 2024, the position of Vice-Chair of the Children's Services Select Committee was held as a vacancy. The nomination to fill this position is Councillor Dave Roberts.

#### Member Champions

9. The Council also decided on 16<sup>th</sup> May, 2024 that the Monitoring Officer be instructed to bring forward proposals for the designation of up to ten Member Champions and to take the necessary action to commence a review of the Members' Allowances Scheme, including the establishment of an Independent Remuneration Panel pursuant to statutory requirements.
10. The purpose of designating Member Champions is to provide a voice and promote awareness on key issues that need to be kept at the forefront of Council business. It is proposed that the following Member Champions are designated for the 2024/25 Municipal Year:

Armed Services Champion – Councillor J Griffin

Business Champion – Councillor A Davies

Children in Care Champion – Councillor K Lewis

Climate Change Champion – Councillor E Cobb

Equality, Diversity and Inclusion Champion – Councillor S Azad

Older People's Champion – Councillor W Little

Parks and Open Spaces Champion – Councillor E Lawrence

Public Transport Champion – Councillor A Taylor

Tenants and Residents Champion – Councillor L Hamblett

Tourism, Culture and Heritage Champion – Councillor M Cook

11. In addition to their other Council duties, Member Champions will:
  - Promote and raise the profile of their area of interest in the development of Council policies, strategies and in the making of key decisions.
  - Work with the relevant decision makers, in an advisory capacity, and attend relevant meetings when required.

- Promote the needs of appropriate client and customer groups within the Council.
- Maintain an awareness of all matters connected with their area of interest.
- Ask questions and contribute to good practice to promote the continuous improvement of services and functions relating to their area of interest.
- Raise the profile of their area of interest in the community.
- Contribute to the annual Overview and Scrutiny report to the Full Council.

### Independent Remuneration Panel

12. In line with Article 4.02 of the Constitution, it is a function of the Full Council to appoint an Independent Remuneration Panel in connection with the Members' Allowances Scheme. It is a legal requirement under the Local Authorities (Members' Allowances) (England) Regulations 2003 for the Council to have regard to the recommendations of an Independent Remuneration Panel before making or amending its Members' Allowances Scheme. The Council is required to review aspects of the Scheme every 4 years and the last review was undertaken in 2021.
13. The Independent Remuneration Panel must comprise at least three Independent Persons. The Council has previously appointed Richard Phillips and William Read as Independent Persons in connection with standards matters for the period ending with the annual meeting of the Council in May, 2027. The Council is seeking to appoint an additional independent person.
14. It is therefore proposed that the Independent Remuneration Panel comprise Richard Phillips, William Read and one additional Independent Person. A recommendation concerning the appointment of a third Independent Person to serve on the Independent Remuneration Panel will be reported at the Council meeting.

### Finance

15. The financial implications arising from the adoption and maintenance of the Council's Constitution are met from existing resources. At the Annual Meeting of the Council on 16<sup>th</sup> May, 2024, the Director of Finance and Legal, in consultation with the Cabinet Member for Finance, Legal and Human Resources, was authorised to amend the budget to reflect the Democratic Services resources and Special

Responsibility Allowances arising from the revised structure of Committees.

### **Law**

16. Relevant statutory provisions regarding the Council's Constitution and the appointment of Committees are contained in the Local Government Acts 1972 and 2000, together with any Regulations, Orders and Statutory Guidance issued by the Secretary of State.
17. The appointment of an Independent Remuneration Panel in connection with the Members' Allowances Scheme is required under the Local Authorities (Members' Allowances) (England) Regulations 2003.

### **Risk Management**

18. This report deals with the Council's Constitution and governance arrangements, which will ensure that the Council considers any ongoing material risks as part of the Council's Risk Management Framework.

### **Equality Impact**

19. The Council's Constitution sets out the arrangements made by the Council for the proper discharge of all its powers, duties and functions, including those relating to equality and diversity and in respect of children and young people.

### **Human Resources/Organisational Development**

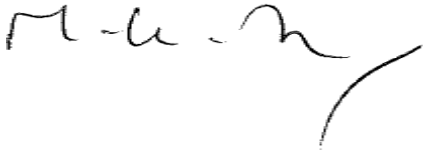
20. There are no direct implications arising from this report.

### **Commercial/Procurement**

21. The Constitution includes the Council's Contract Standing Orders and Financial Regulations.

### **Council Plan**

22. The Council's Constitution underpins the delivery of the Council Plan objectives. The designation of Member Champions will further promote awareness of key Council Plan objectives and other Council priorities.
23. A further report will be submitted during this municipal year on a review of the Constitution as part of the Fit for the Future Governance workstream.

A handwritten signature in black ink, appearing to read 'M-Farooq', with a long, sweeping underline that extends to the right.

**Mohammed Farooq**  
**Lead for Law and Governance**  
**(Monitoring Officer)**