

### **CONSTITUTIONAL WORKING PARTY 8<sup>th</sup> FEBRUARY 2006 –** **MAIN POINTS OF DISCUSSION**

The Constitutional Review Working Party (CRWP) has both a short term and long term brief.

The Short term brief is to consider the mechanism for delegated decision-making and other issues such as the format of Full Council meetings. The longer term brief required the CRWP to review and amend the whole constitution.

The meeting on **8<sup>th</sup> February** focussed mainly on the Short Term brief. Below are the main points discussed.

#### **Delegated Decision Making**

- The CRWP agreed that as a general principle there should be as much decision-making in public as possible.
- A clearer more comprehensive definition of “Key Decisions” had to be developed and clearly outlined
- A Non-Statutory list in similar format as the forward plan would list decisions to be taken in the future.
- There should be clear Information flows to all Councillors before a delegated decision is made, with an e-mail being sent to all councillors notifying them of the decision to be made with a copy of the report (by hyper-link) if possible.
- Half-way house option to be considered and developed i.e. allowing members of the public to require a public consideration of reports to take place (following notification on the non-statutory list)
- There is a need for decisions to be recorded in a proper format and published
- The processes could be piloted over 6 months with a review taking place shortly afterwards

#### **Full Council Meetings**

- Portfolio holder presentations and reports (possibly in the form of bullet points) and questions from Councillors on the issues raised by the presentations.
- Slot for reports/presentations to Full Council on future policies.
- Better management of Agenda items.
  - Time allocation for each agenda item
  - Members of each group to input into agenda
  - Clear identification of policy and portfolio issues
  - Preparation and agreement of a model agenda
- The development of a Work Plan for Full Council in relation particularly to strategic Policy issues.
- Better scheduling of items on the Agenda.

## **Miscellaneous Matters Discussed**

- Mayoralty issues:- Need to address the mechanism for the appointments of future Mayors- possibly using a formula based approach (Improvement Boards input would be useful here).
- Concerns raised about availability of correspondence from members of the public to Councillors on the planning committee. Solicitor to the Council to investigate.
- The very tight Call-in time limits were discussed briefly. The issue to be looked at as part of the constitutional review.

## **Way Forward**

- Brief report to Improvement Board – to 16<sup>th</sup> February 2006
- Noting report to full Council – 23<sup>rd</sup> February 2006
- Full proposals to be reported to Full Council - in relation to the short term issues- at its meeting on 27<sup>th</sup> March 2006.