



# Rutland County Council

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Minutes of the **MEETING of the CONSTITUTION COMMISSION** held via Zoom on Wednesday, 25th May, 2022 at 4.00 pm

<b>PRESENT:</b>	Councillor G Brown	Councillor P Browne
	Councillor M Oxley	Councillor G Waller
<b>ABSENT:</b>	Councillor L Stephenson	Councillor R Powell
<b>OFFICERS PRESENT:</b>	Marie Rosenthal	Interim Deputy Director for Corporate Governance
	Angela Wakefield	Director of Legal and Governance (Monitoring Officer)
	Tom Delaney	Governance Manager

## 1 ELECTION OF MEMBER TO PRESIDE AT THE MEETING

Marie Rosenthal, interim Deputy Director for Corporate Governance, opened the meeting and invited nominations to elect a Member to preside over the meeting as the Chair of Committee was not present nor had a Vice-Chair been elected.

It was proposed by Councillor G Waller that Councillor G Brown be elected to preside over the meeting, this was seconded and upon being put to the vote, with three votes in favour and one abstention Councillor G Brown was elected.

### RESOLVED

That Councillor G Brown be **APPOINTED** to preside at the meeting.

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Councillor G Brown then took the Chair until the election of a Vice Chair.

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## 2 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors L Stephenson and R Powell.

## 3 DECLARATIONS OF INTEREST

There were no declarations of interest.

#### 4 PETITIONS, DEPUTATION AND QUESTIONS

No petitions, deputations or questions had been received.

#### 5 QUESTIONS FROM MEMBERS

No questions from Members had been received.

#### 6 NOTICES OF MOTION

No notices of motion had been received.

#### 7 APPOINTMENT OF VICE-CHAIR

It was moved by Councillor G Waller that Councillor G Brown be elected as Vice-Chair. This was seconded and upon being put to the vote with three votes in favour and one abstention Councillor G Brown was elected.

#### RESOLVED

- a) That Councillor G Brown be **APPOINTED** as Vice-Chair of the Commission for the 2022-23 municipal year.

#### 8 WORK PLAN 2022-23

A draft workplan for the Commission was presented by Marie Rosenthal, Interim Deputy Director of Corporate Governance, and Tom Delaney, Governance Manager.

It was noted the workplan was intended to be flexible and would be amended throughout the year as required.

During debate the following points were noted:

- That several meeting dates and locations were subject to change due to diary clashes and requests from Members and would be amended after the meeting.
- That a Review of the Overview and Scrutiny function would be included

#### RESOLVED

- a) That the Workplan be received and updated with the various changes requested by Members.

**Action: Governance**

#### 9 FLAG POLICY

A draft Flag Policy for the Council was presented by Marie Rosenthal, Interim Deputy Director of Corporate Governance, and Tom Delaney, Governance Manager. It was noted that the policy was in response to a recent motion regarding the Ukrainian flag and would set a framework for future requests.

During debate the following amendments to the policy were requested:

- References to 'Civic Office' be removed in favour of 'Governance Team' to reflect better known terminology.
- Several national days at 4.2 would be removed to avoid committing the Council and a caveat would be placed in the policy to say other days such as these may be agreed.
- References to consultation with the Leader of the Council be expanded to include the Chairman of the Council as the Council's civic head.
- The policy would be clarified to be clear that the only alternative to the Union Flag being flown would be the Royal Standard.

## **RESOLVED**

- a) That the Flag Policy be amended and recommended to Council for approval subject to the changes requested by Members and a final copy being circulated to the Commission for comment after the meeting and before submission to Council.

**Action: Governance**

## **10 MEMBERS DEVELOPMENT STRATEGY**

Report No. 102/2022 and accompanying draft Member Development Strategy for the Council were presented by Marie Rosenthal, Interim Deputy Director of Corporate Governance, and Tom Delaney, Governance Manager. It was noted that the current approach to Member development was managed in an ad-hoc fashion and the Strategy would facilitate a structured approach in a variety of areas ahead of the 2023 elections. The Strategy was welcomed by Members as an opportunity to set out the support available to all Councillors in their various decision-making roles and within the funding available.

During debate the several amendments to the strategy were requested including:

- That greater emphasis would be placed on the need to train new Cabinet Members among other roles.
- That there be fewer references to COVID-19 given the country had largely moved into a post-COVID environment.
- Consideration would be given to the need to support group leaders in their mentoring roles to newer members.
- References to leadership would be amended to reflect the different types of leadership undertaken by Councillors.
- References would be added to training and briefings on upcoming national changes such as Levelling Up.

Consideration was then given to the draft Member Training Plan for 2022-23 and it was agreed this would be updated with several factual amendments requested by Members and be regularly provided to the Commission's meetings and then shared with Members.

It was also requested that an item be scheduled at the January meeting regarding the 2023 Member Induction.

## **RESOLVED**

- a) That the Commission's Workplan be amended to reflect the requested items.

**Action: Governance**

- b) That Council be recommended to appoint the Constitution Commission to lead on Member Development.
- c) The draft Members Development Strategy be recommended to Council for approval subject to the changes requested by Members and a final copy being circulated to the Commission for comment after the meeting.

**Action: Governance**

## 11 ANY URGENT BUSINESS

There were no items of urgent business for consideration although thanks were expressed to Marie Rosenthal for her commitment and work for the Council as Interim Deputy Director of Corporate Governance and Monitoring Officer.

### SUMMARY OF AGREED ACTIONS

Action No.	Agenda Item	Action	Person Responsible
1	8 and 10	That the Commission's Workplan be updated including the new items on Member development requested by Members.	Governance
2	9	That the draft Flag Flying Policy be amended based on Members comments and circulated to the Commission for comment before Council.	Governance
3	10	That the draft Member Development Strategy be amended based on Members comments and circulated to the Commission for comment before Council.	Governance

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**The Vice-Chair declared the meeting closed at 5.26 pm.**

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