

Report Number: SWT 29/21

# **Somerset West and Taunton Council**

## **Full Council – 30 March 2021**

### **Changes to the Constitution**

This matter is the responsibility of the Leader of the Council, Cllr Smith-Roberts

Report Author: Amy Tregellas, Governance Manager and Monitoring Officer

#### **1 Executive Summary / Purpose of the Report**

1.1 To present Members with the drafted Member Champion Protocol and Member Working Group Protocol, which, once approved will form appendices to the Council's Constitution.

1.2 The Audit, Governance and Standards Committee considered the report at their meeting on the 8<sup>th</sup> March 2021, and they have proposed some amendments to Appendix A and Appendix B, which are contained in section 17 of this report.

#### **2 Recommendations**

That Full Council approves:

- a) The Member Champion Protocol (Appendix A)
- b) The Member Working Group Protocol (Appendix B)
- c) Both documents becoming appendices to the SWT Constitution

#### **3 Risk Assessment**

3.1 Failure to have an up to date and effective Constitution could impact on the way that the Council operates and makes decisions.

#### **4 Background and Full details of the Report**

4.1 The purpose of this report is to present Members with Protocols for the role of Member Champions and Member Working Groups, which will, if approved, become appendices to the Council's Constitution.

4.2 The Member Champion Protocol sets out the role of Members Champions as well as how they will operate. If Council approve the protocol, the next step will be for Group Leaders to nominate Members for roles and for a list of

appointments to be drawn up by the Leader of the Council, for ratification at the Council Annual Meeting in May 2021.

4.3 The Member Working Group Protocol sets out how Working Groups will be convened and operated going forward.

4.4 In light of the Unitary proposals for Somerset, it is also recommended that the previously agreed Members Working Group to look at doing a full review of the Constitution is put on hold and that the Monitoring Officer come back to Council in due course (via the Audit, Governance and Standards Committee) with a number of other amendments to the Constitution.

## **5 Links to Corporate Aims / Priorities**

5.1 Having an up to date and effective Constitution is a fundamental element of being a 'well managed' council

## **6 Finance / Resource Implications**

6.1 None arising from this report

## **7 Legal Implications**

7.1 None arising from this report

## **8 Environmental Impact Implications**

8.1 None arising from this report

## **9 Safeguarding and/or Community Safety Implications**

9.1 None arising from this report

## **10 Equality and Diversity Implications**

10.1 None arising from this report

## **11 Social Value Implications**

11.1 None arising from this report

## **12 Partnership Implications**

12.1 None arising from this report

## **13 Health and Wellbeing Implications**

13.1 None arising from this report

## **14 Asset Management Implications**

14.1 None arising from this report

## **15 Data Protection Implications**

15.1 None arising from this report

## **16 Consultation Implications**

16.1 None arising from this report

## **17 Audit, Governance and Standards Committee Comments / Recommendation(s) (if any)**

17.1 The Audit, Governance and Standards Committee considered this report at their meeting on the 8<sup>th</sup> March 2021.

17.2 In terms of the recommendations that are going before Council, they made the following amendments:

That the Committee recommends that Full Council approves:

a) The Member Champion Protocol (Appendix A), subject to Member Champions for Rural Affairs, Disability and Sports and Recreation be added to the list in Annex 1

b) The Member Working Group Protocol (Appendix B), subject to:

a. the quorum for Member Working Groups being amended to 5 for Council and Executive Working Groups and 3 for all other Member Working Groups

b. 5.1 being amended to change the wording to remove 'sign off' and propose that it is replaced with 'consultation with, and comments from the relevant officer'.

c) Both documents becoming appendices to the SWT Constitution

### **Democratic Path:**

- **Audit, Governance and Standards Committee – Yes**
- **Cabinet/Executive – No**
- **Full Council – Yes**

**Reporting Frequency: Ad-hoc**

**List of Appendices (delete if not applicable)**

Appendix A	Member Champions Protocol
Appendix B	Member Working Group Protocol

**Contact Officers**

Name	Amy Tregellas, Governance Manager
Direct Dial	01823 785034
Email	<a href="mailto:a.tregellas@somersetwestandtaunton.gov.uk">a.tregellas@somersetwestandtaunton.gov.uk</a>

