

CONSTITUTIONAL REVIEW WORKING GROUP

FRIDAY 13 JANUARY 2023, VIA MS TEAMS

2.00 P.M. – 3.30 P.M.

1. Apologies
2. Consideration Of Timetable (Appendix 1)
3. Future Meeting Dates
4. Any Other Business

Democracy and General Purposes Committee - Constitutional Review Working Group Timetable

Review by Working Group

D&GP agenda papers, Nov 2022: [your-councillors \(maidstone.gov.uk\)](http://your-councillors(maidstone.gov.uk))

- Council agreed for a post (six-month) implementation review of the constitution.
- The following principles were identified as important by the Governance Arrangements Working Group in formulating the new governance model and constitution:
 - Member Inclusivity throughout the decision-making process
 - Increased transparency of decision making
 - A member led decision making process; and
 - Increased pre-decision scrutiny
- This review is to focus on **the Constitution's operation and effectiveness.**

This could include:

- Has it supported the above principles?
- What changes need to be made generally and/or to support the principles?
- What unforeseen issues have arisen?
- Member Views (survey results & interviews)
- Officer Views

Due to the short timescale, the review will need to be completed at pace. Suggested meeting duration is 2-2.5 hours.

Timetable shown below, based on an assumption that Parts A-C will be reviewed (up to and including C3). The D&GP Committee agreed that the working group would set its own scope.

Key Dates	Review Stage & Details
Week commencing 9 January 2023	First Meeting of Group Agree Scope (assumed above) and comment on timetable. Resources Shared.

Appendix 1

<p>Week commencing 16 January 2023</p>	<p>Review Part A.</p> <p>Includes: A1 A2 Relevant Survey Results Dem Services Comments</p>
<p>Week commencing 23 January 2023</p>	<p>Review Part B.</p> <p>Includes: B1 B2 B4 Relevant Survey Results Dem Services Comments Any cross-over between changes to Part A.</p>
<p>Weeks commencing: 6 February 2023 13 February 2023</p>	<p>Interviews with:</p> <p>PAC Chairs and Vice-Chairs Group Leaders OSC Chairman</p> <p>Chief Executive (on behalf of CLT and WLT) Director of Strategy, Insight & Governance Monitoring Officer Democratic & Electoral Services Manager/Principal DSO.</p>
<p>Weeks commencing: 20 February 2023 27 February 2023</p>	<p>Review Part C.</p> <p>Includes: C1 C2 C3 Relevant Survey Results Dem Services Comments Any cross-over between changes to Parts A and B.</p> <p>Dem Services to produce a comprehensive list of the group's recommended changes for circulation ahead of 6 March 2023.</p>

Appendix 1

Week commencing 6 March 2023	'Catch-Up' Meeting. Group to consider remaining issues, and review list of recommended actions.
Between 13-20 March 2023	Any final comments from working group, as report has to be drafted during this time. Report published on 21 March 2023. Provides time if needed.
29 March 2023	Findings presented to D&GP Committee, with a recommendation for approval by the Council. Report to be published on 21 March 2023.

If agreed, working group recommendations to be presented to Council on 19 April 2023.

Resources to be provided as standard:

Constitution

List produced by Democratic Services

Member Survey Results

List of Constitutional sections to state whether:

- a) Changed from previous Constitution
- b) Same as previous constitution

The Constitution's Role And Purpose:

The constitution is the key governance document for the Council, setting out how the Council operates, how decisions are made and the procedures which are followed to ensure that these are efficient, transparent and accountable to local people.

Some of these processes are prescribed in law and others are a matter for the Council to choose. The constitution should make clear to members of the Council, its Officers, and the public how the council works, what people's rights are and how all decisions will be made in accordance with the law.

(taken from point 2.2 of the above report)