

Subject:	Constitution Review		Status:	For Publication	
Report to:	Council		Date:	15 th July 2020	
Report of:	Monitoring Officer		Portfolio Holder:	Corporate Services	
Key Decision:	No - reserved for Council	Forward Plan <input type="checkbox"/>	General Exception <input type="checkbox"/>	Special Urgency <input type="checkbox"/>	
Equality Impact Assessment:	Required:	No	Attached:	No	
Biodiversity Impact Assessment	Required:	No	Attached:	No	
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1.	RECOMMENDATION(S)
1.1	That Council agree to the proposed changes to the Constitution in relation to: <ul style="list-style-type: none"> Annual Review of the Constitution Roll of Honour (as detailed in Appendices A and B).

2. PURPOSE OF REPORT

2.1 To consider the proposed changes to the Annual Review of the Constitution and Roll of Honour.

3. BACKGROUND

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3.1 Part 4 of the Council's Constitution details standing items which will be taken to each Annual meeting (AGM). At present this section states that the Constitution, including terms of reference of the Cabinet and the Officer Delegation Scheme will be adopted at each AGM, regardless of whether there are any proposed amendments.

3.2 This assumes that the Constitution only comes before Council on an annual basis for review, however this document is regularly reviewed and amended on an ongoing basis either as a result of officers', auditors' or Governance Working Group recommendations.

3.3 Consequently, members are asked to remove this reference and continue with reviewing, amending and approving the Constitution as a living document as and when required, and remove the need for it to come before each AGM unless amendments are identified.

3.4 Members are asked to approve the proposed changes as detailed in Appendix A.

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3.5 The current process for Roll of Honour allows councillors to submit nominations to the Chief Executive. The nominations are to be agreed between the Group Leaders and Chief Executive, and if the nominations are successful the item "Roll of Honour" will be placed on the Council agenda for an announcement to be made.

3.6 Following a previous review by the Governance Working Group it was proposed that the Community Awards were a more appropriate and prestigious mechanism for Roll of Honour nominations.

3.7 Members of the Governance Working Group requested the Monitoring Officer to provide a

suitable amendment to the wording which would subsequently be taken to full Council for consideration.

3.8 Members are asked consider the amended wording and process for future nominations. Consultation has also been undertaken with Statutory Officers, Corporate Management Team, as well as the Portfolio Holder and Chair of the Governance Working Group.

3.9 Members are asked to approve the proposed changes as detailed in Appendix B.

4. RISK

4.1 All the issues raised and the recommendation(s) in this report involve risk considerations as set out below:

- Failure to maintain and follow an up-to-date Constitution risks legal proceedings being taken against the Council, and risks members of the community being dissatisfied with the action of the Council.
- Monitoring risks and reviewing systems of controls.

5. FINANCE

5.1 There are no immediate financial implications arising from the report.

6. LEGAL

6.1 There are no immediate legal considerations attached to the recommendation in this report, other than the considerations as detailed at 4.1.

7. POLICY AND EQUALITIES IMPLICATIONS

7.1 The report relates to the Council's Corporate Priority of a connected and successful Rossendale. There are no equalities implications.

8. CONCLUSION

8.1 The Council is required by law to implement a Constitution and it is in the interests of the Council to regularly review and update the document.

Background Papers	
Document	Place of Inspection
The Constitution of the Council	https://www.rossendale.gov.uk/downloads/download/10710/constitution

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1. ANNUAL MEETING OF THE COUNCIL

The annual meeting will:

- i) elect a person to preside if the Mayor or Deputy Mayor are not present;
- ii) elect the Chair of Council (Mayor);
- iii) elect the Vice-Chair of Council (Deputy Mayor);
- iv) approve the Minutes of the last meeting;
- v) receive any announcements from the Chair (Mayor) and/or Head of Paid Service
- vi) elect the Leader on a 4 year basis who will appoint a Deputy Leader and Cabinet
- vii) appoint at least one Overview and Scrutiny Committee, a Standards Panel and such other Committees as the Council considers appropriate;
- ~~viii) adopt the Constitution, including terms of reference of the Cabinet and the Officer Delegation Scheme~~
- ~~ix)viii) Approve a programme of ordinary meetings of the Council for the year (if not previously agreed at a meeting of Full Council); and~~
- ~~x)ix) consider any business set out in the notice convening the meeting;~~

Appendix B

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2. ORDINARY MEETINGS

- x) to receive ~~an announcement on notification of~~ the names of people/~~groups~~ who the Council considers proud of their achievements and who have been put forward to be considered for the Roll of Honour as part of the Community Awards for their outstanding voluntary community contribution (~~Roll of Honour – to be added to the agenda as/when required and nominations will be made in agreement with the Group Leaders and the Chief Executive).~~

Roll of Honour Criteria

- Outstanding voluntary contribution
- Significant community impact
- Momentous achievement