

Wiltshire Council

Standards Committee

26 June 2019

Constitution Focus Group Terms of Reference

Purpose of Report

1. This report asks the Standards Committee to consider amending the Terms of Reference of the Constitution Focus Group

Background

2. The Standards Committee has responsibility for oversight of the Council's constitution. It has established a cross party working group, known as the Constitution Focus Group, to advise and assist in carrying out this function.
3. At its meeting on 26 September 2019 the Standards Committee agreed to appoint a named councillor as a substitute for the Chairman of the Committee, who is a member of the Focus Group by virtue of his office

Main Considerations

4. The membership of the Focus Group comprises representatives from each political group on the Council, along with representatives of Overview and Scrutiny and the Audit Committee.
5. There is additionally a membership place for the Chairman of the Standards Committee.
6. In light of the decision of the Committee in September 2019, it is proposed to amend the terms of reference of the Focus Group such that any member of the Standards Committee may be appointed to its membership. This would be in keeping with the other representatives on the Focus Group.
7. It is also proposed, therefore, that the existing stand in for the Chairman of the Committee on the Focus Group, be appointed as a member of the Focus Group in his own right.

Safeguarding Implications

8. There are no safeguarding issues arising from this report.

Equalities Impact of the Proposal

9. There are no equalities impacts arising from this report.

Risk Assessment

10. There are no risk issues arising from this report.

Financial Implications

11. There are no financial implications arising from this report.

Legal Implications

12. There are no legal implications

Public Health Impact of the Proposals

13. There are no public health impacts arising from this report.

Environmental Impact of the Proposals

14. There are no environmental impacts arising from this report.

Proposal

15. **To amend the terms of reference of the Constitution Focus Group as set out in Appendix 1.**

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Background Papers

None

Appendices

Appendix 1 – Revised Terms of Reference (Constitution Focus Group)

Appendix 1 –

CONSTITUTION FOCUS GROUP TERMS OF REFERENCE

Function

To undertake the following:

- ongoing review work on the constitution as and when required;
- producing user friendly summaries of the relevant parts of the constitution for use by members of the public and members of the Council and specifically to review the constitution in light of any changes in the legislation
- To consider the views of (as appropriate):
 - elected and co-opted members of the Council
 - officers
 - decision making bodies of the Council
 - town, parish and city councils and
 - members of the publicascertained through questionnaire responses and appropriate methods of communication and make appropriate recommendations
- To offer a councillor perspective on and accordingly to influence key issues within the constitution.
- To advise the Standards Committee of final recommendations on any changes to the constitution for consideration and onward recommendation to Council.

Membership

- (i) a member from each political group on the Council nominated by group leaders;
Conservative:
Liberal Democrat:
Independent:
Labour:
- (ii) a member of the Overview and Scrutiny Management Committee;
- (iii) a member of the Audit Committee;
- (iv) two co-opted non-voting members of the Standards Committee (**at least** one of which to be a town/parish representative);
- (v) ~~the Chairman~~ **A member** of the Standards Committee and
- (vi) that appropriate Councillors and Officers are invited to attend as and when requested by the Focus Group or its Chairman to assist it in its work.

Chairmanship

A chairman will be selected by the Focus Group from among its membership