

**RECORD OF OUTCOMES FROM THE CONSTITUTION AND ETHICS COMMITTEE
MEETING
HELD AT 7:00PM, ON
MONDAY, 8 JULY 2019
BOURGES/VIERSEN ROOM, TOWN HALL, PETERBOROUGH**

1. SCRUTINY UPDATE FROM GOVERNMENT AND REVIEW OF SCRUTINY COMMITTEE ARRANGEMENTS

The Constitution and Ethics Committee considered and **RESOLVED** (Unanimous) to:

1. Note the recently published Statutory Guidance on Overview and Scrutiny in Local and Combined Authorities attached at Appendix 1;
2. Recommend that Democratic Services and the Monitoring Officer look at the following areas around Scrutiny and report back findings to the next Constitution and Ethics Committee:
 - a. Joint Scrutiny Arrangements with Cambridgeshire County Council
 - b. The Council's current call-in procedures
 - c. Chairmanship of the Scrutiny Committees and the Constitution and Ethics Committee
 - d. Outside bodies and experts reporting to Scrutiny
 - e. Scrutiny Committee's reporting to Full Council
 - f. Resources to support the Scrutiny function within the Council
3. Recommend that Chairpersons of all Scrutiny Committee's view current functions of their respective committee and how these could be developed.

ACTIONS:

1. Democratic Services to circulate current Scrutiny guidance to all Chairpersons of Scrutiny Committee's and ask for feedback.
2. Democratic Services to ask all Chairpersons to look at the functions of their respective Committees and make suggestions as to responsibilities and functions.

2. COMMITTEE START TIMES AND COUNCIL MEETING FREQUENCY

The Constitution and Ethics Committee considered and **RESOLVED** to:

1. Recommend that the Chairman of the Constitution and Ethics Committee write to Senior Management Team and Group Leaders on behalf of the Constitution and Ethics Committee to discuss the and make recommendations as to the possibility of: (unanimous)
 - a. Additional budget Council meetings, with the focus only on the budget, or
 - b. An additional May meeting with the focus on questions and motions only, this to be held either after Annual Council or within the following two weeks.
2. Recommend to Council that the Standing Orders and Member Officer Protocol be amended as set out in paragraphs 4.2.8 and 4.2.9 of the report, to allow committees of Council to determine their own starting times. (4 For, 2 Against, 1 Abstention)

3. PARISH COUNCIL REGISTER OF INTERESTS – UPDATE

The Constitution and Ethics Committee considered and **RESOLVED** (unanimous) to

1. Note the number of outstanding Members Interest Declarations.
2. Agree to an annual report to monitor the level of outstanding register of interest forms.

4. CODE OF CONDUCT COMPLAINTS

The Constitution and Ethics Committee considered and **RESOLVED** to:

1. Note the report on complaints received/being handled by the Monitoring Officer since the Committee's last meeting in March 2019.

5. WORK PROGRAMME

The Constitution and Ethics Committee considered and **RESOLVED** (Unanimous) to

1. Note the Committee's work programme for the municipal year 2019/20
2. Agree to two additional dates being added to the meeting schedule for this municipal year and to move the 6 January meeting to a date later in January.

6. OFFICER CODE OF CONDUCT

The Constitution and Ethics Committee considered and **RESOLVED** (unanimous) to:

1. Note the proposed amendments to the Code & Policy;
2. Recommend both for consultation with employee representatives via the Joint Consultative Forum; and
3. Subject to any amendments proposed as part of the above process, recommend for approval by the Employment Committee;
4. Request that the Monitoring Officer undertakes a similar review of the Gifts & Hospitality requirements for Members to ensure ongoing compliance and consistency.