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CHESHIRE EAST COUNCIL

Minutes of a meeting of the
Community Governance Review Sub-Committee
held on Monday, 18th February, 2019 at Committee Suite 1,2 & 3, Westfields,
Middlewich Road, Sandbach CW11 1HZ

PRESENT

Councillor A Martin (Chairman)
Councillor P Groves (Vice-Chairman)

Councillors J Bratherton and R Fletcher

Officers in attendance

Brian Reed, Head of Democratic Services and Governance
Shelia Dillon, Lawyer
David Laycock, Project Manager
Ben Buckley, Senior Information Officer – Consultations
Emily Steer, Research Support Officer
Tim Oliver, Senior Media Relations Officer
Rachel Graves, Democratic Services Officer

12 APOLOGIES FOR ABSENCE

Apologies were received from Councillors M Deakin, S Edgar and B Walmsley.

13 DECLARATIONS OF INTEREST

There were no declarations of interest.

14 PUBLIC SPEAKING TIME/OPEN SESSION

There were no members of the public present.

15 MINUTES OF PREVIOUS MEETING

RESOLVED:

That the minutes of the meeting held on 8 November 2018 be confirmed as a correct record.

16 COMMUNITY GOVERNANCE REVIEW: MEMBERS' INTERESTS

The Sub Committee considered a report which provided an overview of the various levels in which Cheshire East Councillors could be involved in the Community Governance Review and the potential conflict of interests that may arise from their involvement.

Potentially Cheshire East Councillors could be involved in the Review at one or more of five levels:

1. sitting at full Council when they consider the recommendations of the Review
2. sitting on the Constitution Committee when they consider the recommendations from the Community Governance Sub Committee
3. sitting on the Community Governance Review Sub Committee where they will assist in conducting the Borough-wide Review
4. if they are Parish Councillor taking part in the consultation stage, debating and framing Parish consultation responses
5. in their capacity as local resident and members of local community groups.

The Cheshire East Code of Conduct set out the types of interest which may arise and the action to be taken by Councillors if they made a declaration.

It was proposed that as the Review progressed Advice Notices would be issued to Councillors to address the circumstances and issues actually arising from the Review.

RESOLVED:

That the Sub Committee note the contents of the report.

17 COMMUNITY GOVERNANCE REVIEW: PROJECT PLAN

The Sub Committee considered the Project Plan for the Community Governance Review.

The Project Plan set out the project management arrangements, process and timeline that were proposed to ensure that the Review was properly conducted and delivered an appropriate set of recommendations which could be implemented in advance of the May 2023 elections.

RESOLVED: That

- 1 the Sub Committee note the content of the report; and
- 2 the Constitution Committee be recommended to:
 - a. approve the process and timeline that the report proposes, including the areas of focus outlined in paragraph 6.7 of the report;
 - b. approve the proposed indicative dates for future meetings of the Sub Committee and the Constitution Committee;

- c. authorise officers to take all necessary actions to undertake and conclude the review in accordance with the plan outlined in the report;
- d. authorise the Head of Democratic Services and Governance, after consultation with the Chairman and Vice Chairman of the Constitution Committee, to make any necessary adjustments to the project plan as the review progresses.

18 COMMUNITY GOVERNANCE REVIEW: CONSULTATION PLAN

The Sub Committee considered the Consultation Plan for the Community Governance Review.

The aim of the Consultation Plan was to provide a systematic approach to consultation, ensuring high level feedback. The Consultation Plan set out the details of who would be consulted and the method of consultations, as well as the proposed methods of evaluating and reporting feedback.

RESOLVED: That

- 1 the Sub Committee note the content of the report; and
- 2 the Constitution Committee be recommended to
 - a. approve the consultation plan in its current draft form, as set out in Appendix 1 to the report;
 - b. approve the indicative list of stakeholders/consultees, as set out in Appendix 2 to the report;
 - c. authorise the Head of Democratic Services and Governance, after consultation with the Chairman and Vice Chairman of the Constitution Committee, to make any necessary adjustments to the consultation plan as the review progresses.

19 COMMUNITY GOVERNANCE REVIEW: COMMUNICATIONS PLAN

The Sub Committee considered the Community Governance Review Communications and Engagement Plan.

The Communications and Engagement Plan would inform stakeholders about the Community Governance Review process, the key milestones and the expected timelines to completion and adoption.

RESOLVED: That

- 1 the Sub Committee note the content of the report; and
- 2 the Constitution Committee be recommended to

- a. approve the Community Governance Review Communications and Engagement Plan , as set out in Appendix A to the report;
- b. authorise the Head of Democratic Services, after consultation with the Chairman and Vice Chairman of the Constitution Committee, to make any necessary adjustments to the Communications and Engagement Plan as the review progresses.

The meeting commenced at 10.00 am and concluded at 10.27 am

Councillor A Martin (Chairman)