

Committee:	Constitution Sub-Committee																
Date of Meeting:	04 November 2020																
Subject:	Constitution Review - Update																
Report Author:	Transformation Business Partner, Strategic Change																
Contact Officer:	Paul Joghee																
Implications:	<table> <tr> <td>Legal</td> <td><input type="checkbox"/></td> <td>Community Safety</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Equalities</td> <td><input type="checkbox"/></td> <td>Environment</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Financial</td> <td><input type="checkbox"/></td> <td>Consultations</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Staffing</td> <td><input type="checkbox"/></td> <td>Other</td> <td><input checked="" type="checkbox"/></td> </tr> </table>	Legal	<input type="checkbox"/>	Community Safety	<input type="checkbox"/>	Equalities	<input type="checkbox"/>	Environment	<input type="checkbox"/>	Financial	<input type="checkbox"/>	Consultations	<input type="checkbox"/>	Staffing	<input type="checkbox"/>	Other	<input checked="" type="checkbox"/>
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Wards Affected:	All																

Purpose

1. To provide an update to Members of the Sub-committee on progress of the Constitution review.

Recommendations

2. **The Sub-Committee is recommended to note the progress to date and plan for the next phase.**

Background

3. The Constitution is the foundation that will enable and support the delivery of the Luton 2040 vision. The current format of the Constitution is being improved to make it more up to date and easier to read, navigate and understand.
4. The impact of the COVID 19 pandemic has increased the need to ensure that our processes and procedures are as efficient as possible. They need to work seamlessly together, creating a framework that enhances and supports elected members and officers to make informed, lawful and timely decisions, implemented in a transparent and accountable way.

Report

5. Due to capacity challenges across the programme delivery team, additional time has been provided to complete the full review of the Constitution. It is now planned to bring part of the Constitution review to Full Council in January 2021 and the final draft to the Full Council in March. This timeline amendment will not impact on the date for when the revised Constitution will go live following the annual Full Council meeting on the 18 May 2021.
6. The current Constitution document, with the exception of Part 4, is now in the required accessible format. The legal complexity of Part 4 has meant that it requires more detailed input to ensure that any changes to make it accessible do not materially change its interpretation. Officers are currently scoping what additional support will be required to complete the work on Part 4 and are working on a solution to ensure this is completed in a timely manner.
7. The Scheme of Delegation work regarding what changes to roles, responsibilities and legislative references are required for the Exec and Non-Executive functions, has been collated and shared with the relevant principal solicitors to ensure accuracy from a legal perspective. The legal team have significant workload capacity challenges at

this time and this work will take longer than initially thought, this will however be completed within the revised timeline.

8. The consultation with tier 3 managers and above was extended until the 25 October to enable more managers to complete the consultation document. Once the data has been analysed a further review of the financial regulations will take place and an update provided.
9. The Constitution review consultation for Members was extended to the 25 October to enable more members to provide their feedback. Once the data has been analysed, a feedback session will be arranged for those who would like one.
10. Some examples of the processes that sit behind how we make decisions have been mapped, these are under review to establish what efficiencies in the process, if any, can be found.
11. Also on the agenda at Item 7 for this meeting is a proposal to change the procurement thresholds that appear in Part 4 of the Constitution.
12. Proposals for changes regarding the management and delivery of Development Management matters, including the Scheme of delegation to Officers and administrative processes supporting the work of the Committee has been undertaken, reviewed by the Officer Constitution Review Group and is presented at agenda item 8 for this meeting.

Proposal/Options

13. To present the proposed changes and updates completed to date and reviewed by the Constitution Sub-committee on 4 November and for these to be submitted to Constitution Committee on 1st December and on to Full Council on 19 January 2021, as planned.
14. For the arrangement of a further Constitution Sub-committee meetings in late January 2021 and Constitution Committee in late February 2021 for the finalised document to be scrutinised and reviewed to allow the revised Constitution document to be confirmed at Full Council 23 March 2021.

Appendix

15. None

List of Background Papers - Local Government Act 1972, Section 100D

16. None