

## Appendix 10 - Political Group Consultation

Note: strikethrough indicates text removed. Underline indicates new text.

Section	Part 2 Article 2 Political or other groups
Proposed Changes	<p><b>2.2.22 Political or other groups</b></p> <p>2.2.23 Councillors may join a political group of two or more councillors who belong to the same political party or have some other common interest. Political groups are recognised by law and in the constitutional arrangements within the council.</p> <p>2.2.24 The number of places that each political group has on the council determines how many places are allocated to members of that political group on council committees and other bodies.</p> <p>2.2.25 There is no constitutional or legal requirement that a member of a group must vote on any matter in the same way as their political group. Usually on policy matters a political group will have a collective view and will vote together on the issue.</p> <p>2.2.26 There are certain functions of the council that are regulatory or quasi-judicial e.g. planning. A political group may not direct its members how to decide such matters.</p> <p><b><u>2.2.27 Political Group Consultation</u></b></p> <p><u>2.2.28</u> A 'political group' is one which has been constituted in accordance with Regulation 8 of the Local Government (Committees and Political Groups) Regulations 1990 and consists of at least two Members</p> <p><u>2.2.29</u> A political group consultation ('PGC') provides a political viewpoint to inform officers' preparation of key decision reports and demonstrates the Council's commitment to encourage cross party engagement in decisions before they are taken.</p> <p><u>2.2.30</u> All key decisions require a PGC to be undertaken prior to the decision unless:</p> <ol style="list-style-type: none"> <li>i. <u>They are key officer decisions deemed as non-key due to being delegated from a member key decision</u></li> <li>ii. <u>GLs agree not to conduct a PGC at the request of officers</u></li> <li>iii. <u>The Decision maker has no discretion (e.g. decision to receive a grant with objectives to meet – and the decision is simply to accept the grant or not).</u></li> <li>iv. <u>a confidential matter is discussed or where exempt information under relevant sections Schedule 12A of the LGA1972 is discussed</u></li> <li>v. <u>a decision is made using the General Exception, Special Urgency provisions or the provisions restricting a call-in where there is requirement to implement urgently (para 4.5.73 Par 4 Section 5 Scrutiny Rules)</u></li> </ol> <p><u>2.2.31</u> At the PGC questions should be focussed around the 'political' positions, enabling attending cabinet member(s) to respond with their position on the matters under consideration. Officers should focus on technical explanation/evidence underpinning the decision.</p>

	<p><b><u>2.2.32</u></b> <u>The PGC may be recorded and made available to allow members who cannot attend to review afterwards.</u></p> <p><b><u>All Member Briefings (AMB)</u></b></p> <p>2.2.33 <u>AMB are briefings by officers on matters that impact on the county. They include matters outside of the council but could impact the council and its residents. e.g An AMB could be used by officers to seek all member views in respect to a consultation by government. AMB is not a replacement for a PGC for a relevant Key Decision.</u></p>
--	---

The requirements of a PGC and AMB:

	<b><u>Political Group Consultation (PGC)</u></b>	<b><u>All Member Briefing</u></b>
<u>What is it?</u>	<u>A consultation event with all members</u>	<u>Briefing to all members of the Council</u>
<u>How is it triggered?</u>	<u>Key Decision</u>	<u>Notification by Chief Executive Officer</u>
<u>How is it done?</u>	<u>A single meeting with all members of the Council by Teams.</u>	<u>(i) A single meeting with all members of the Council by Teams or (ii) issuing an email / briefing note</u>
<u>How is it performed?</u>	<u>Officers will either (i) offer a consultation meeting or (ii) request written group response on a specific key decision. They will provide a good summary of the decision at hand. If a consultation meeting is offered, then an online Teams Meeting or hybrid will occur and will be recorded for those not in attendance/wishing to view again. Political views are consulted on.</u>	<u>Where a meeting is called, an invite will be set by officers for any live meeting to all members prior to the decision or matter occurs. An online Teams Meeting will occur and will be recorded for those not in attendance/wishing to view again.</u>
<u>What is its purpose?</u>	<u>Information dissemination in relation to a key decision to seek feedback from individual political groups on their views.</u>	<u>An information dissemination exercise to all members</u>
<u>When is it done?</u>	<u>On confirmation from relevant cabinet member that a Key Decision is ready for a PGC. This should be at least 10 days prior to publication of any agenda for a key decision</u>	<u>As soon as required - Ideally within a few days of a significant event happening. E.g. Ofsted report; devolution impacts on the county, electoral review</u>
<u>Any exclusions - when they are NOT done</u>	<ul style="list-style-type: none"> <li>(i) <u>Key officer decisions deemed as non-key due to being delegated from a member key decision)</u></li> <li>(ii) <u>If GLs agree not to conduct a PGC at the request of officers</u></li> <li>(iii) <u>Where the decision maker has no discretion (e.g. decision to receive a grant with objectives to meet – the decision is simply accept the grant or not).</u></li> <li>(iv) <u>Where a confidential matter is discussed or where exempt information under relevant sections Schedule 12A of the LGA1972 is discussed</u></li> <li>(v) <u>Where a decision is made using the General Exception, Special Urgency provisions or the provisions restricting a call-in where there is</u></li> </ul>	<u>None but they will only be performed where required as determined by the Chief Executive and/or relevant director to deal with significant matters affecting the county.</u>

	<u>requirement to implement urgently (para 4.5.73 Par 4 Section 5 Scrutiny Rules)</u>	
<u>What is the meeting seeking to achieve?</u> -	<u>The report or meeting is to inform members of the proposal and to seek the views of the political group on the proposal and answer any questions that may arise.</u> -	<u>To inform all members of the council of a decision or other matters that occur.</u>
<u>Member questions?</u> -	<u>Questions can be raised by the members of the group about the detail of the proposal. Depending on the nature of the question officers may be able to answer them at the meeting or by written response. Unanswered questions will be received and a response provided at the earliest point. The purpose of answering questions is to provide points of clarification, contextual background. The purpose is a clear political viewpoint on the decision.</u> -	<u>Questions can be raised at any meeting but this will usually be to ask for clarity on specific points. The principal function of this briefing, however, is about dissemination. Questions can be raised to the relevant director after the meeting.</u>
<u>Next Steps</u>	<u>Each political group has the opportunity to put any political points forward to the relevant officer within 5 days of the briefing through the group leader.</u>	<u>None further.</u> -
<u>Reporting of Group feedback</u>	<u>Where a PGC has been performed at least 10 days before the meeting, the officers will summarise the key views put forward in the consultation part of the report (either in the consultation or as an appendix to accompany the key decision report).</u>  <u>Where a PGC has not been performed at least 10 days before the meeting, the officers will either summarise the key views put forward in the consultation part of the report (either in the consultation or as an appendix to accompany the key decision report) if time permits before the agenda is published or shall publish any political group representations as an addendum to the report/agenda item.</u>	<u>None</u>