

**SUBJECT:            PROPOSED AMENDMENTS TO THE CONSTITUTION**

**DIRECTORATE:    CHIEF EXECUTIVE & TOWN CLERK**

**LEAD OFFICER:   CAROLYN WHEATER, CITY SOLICITOR**

## 1. Purpose of Report

1.1 To propose a number of changes to the Council's Constitution.

## 2. Power to Amend Constitution

2.1 The Ethics and Engagement Committee has the power to consider improvements to the Council's governance and to recommend such changes to the other bodies for approval if required.

2.2 As part of the ongoing monitoring and use of the Council's Constitution, members and officers are able to suggest amendments to the Constitution in order to improve its operation, to clarify unclear areas, and to incorporate updates. Any changes will require the approval of the Council.

## 3. Proposed Changes

3.1 Officers have compiled the following list of proposed changes together with the reason for each proposed change. Members are requested to consider the proposed changes and offer any comments regarding their suitability.

3.2

<b>Location</b>	<b>Proposed Change</b>	<b>Reason</b>
Part 2 (Articles of the Constitution)	To incorporate all available terms of reference for bodies appointed by Council.	Currently not all bodies appointed by Council have terms of reference included in the Constitution. For ease of reference, it is proposed that these be incorporated wherever possible.
Part 2 (Article 4.1)	Removal of the Equality Objectives Action Plan from the Policy Framework.	While, given the strategic focus of the Equality Objectives, it remains appropriate for Council to set the Equality Objectives the practical implementation of the objectives appears to be better suited to being an Executive function.
Part 2 (Article 17.3)	Amendment of current duty to provide printed copies in various locations across the	The Constitution is easily accessible at City Hall and via the Council's website. It no longer seems necessary to provide printed copies in other locations, particularly in view

	city.	of the regular need to manually update these printed copies.
Part 3 (Functions for which the Council Must Be Responsible by Law)	Removal of the duty to keep list of persons entitled to sell non-medical poisons.	This duty has been removed under the Deregulation Act 2015.
Part 4 (Council Procedure Rules Relating to Meetings)	Clarification of the deadline for submitting questions by the public.	To ensure that the interpretation of deadlines is clear it is suggested that, for example, in ordinary circumstances the relevant deadline will be noon on the Friday seven working days before a Council meeting being held on a Tuesday.
Part 4 (Council Procedure Rules Relating to Meetings)	Clarification of the deadline for submitting motions.	To ensure that the interpretation of deadlines is clear it is suggested that, for example, in ordinary circumstances the relevant deadline will be noon on the Friday seven working days before a Council meeting being held on a Tuesday.
Part 4 (Executive Procedure Rules, Rule 1.6)	Amendment of requirement to present a schedule of Executive meetings to the Council's Annual Meeting.	This function is already completed as part of the annual approval of the timetable of meetings by Council.
Part 4 (Scrutiny Procedure Rules, Rule 17)	To give responsibility for Councillor Calls for Action solely to the Policy Scrutiny Committee.	Responsibilities are current split between the Policy Scrutiny Committee and the Select Scrutiny Committee. As the Policy Scrutiny Committee meets most frequently it is more efficient to allocate it sole responsibility for this function.

#### 4. Organisational Impacts

##### 4.1 Finance

There are no direct financial implications arising from this report.

##### 4.2 Legal Implications

There are no direct legal implications arising from this report.

#### 5. Recommendation

5.1 That Council be recommended to approve the proposed changes to its Constitution.