

**Meeting of the Full Council  
Meeting to be held on 12 December 2013**

Report submitted by: The Interim Chief Executive

**Part A**

Electoral Division affected:  
None

**Amendments to the Constitution**  
(Appendices A and B refer)

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**Executive Summary**

A number of amendments to the Constitution are required.

**Recommendation**

The Full Council is asked to approve the amendments to the Constitution set out in the report.

**Background and Advice**

A number of updates to the constitution are required in order to bring the Constitution in line with updates to legislation and procedural arrangements. In the main, changes are administrative in nature, and no significant substantive changes are proposed at this time.

**Overview and Scrutiny Standing Orders**

A revised set of Standing Orders for Overview and Scrutiny is attached at Appendix A. The revision updates the references to the appropriate legislation, and clarifies existing processes. It is proposed that a change is made to the call in procedure to increase the time in which a special meeting of scrutiny must be held following the receipt of a request from five councillors from seven working days to 10. This change would provide more time for the arrangements for such a meeting to be made. No other substantive changes are proposed.

**General Standing Orders**

Standing Order 17 provides "If a vacancy occurs on a committee, it may be filled by the appointment of a Councillor who has been nominated in writing to the County

Secretary and Solicitor by the appropriate Political Group Secretary or Whip. A Councillor will not be able to take part in a Committee meeting or vote until the nomination has been received."

The requirement that a nomination must be submitted by the Political Group Secretary or Whip is restrictive and can lead to administrative problems if the post holders are unavailable. It is proposed that this Standing Order be amended so that nominations can also be submitted by a Group Leader or Deputy Leader.

### **Scheme of Delegation to Chief Officers**

The Scheme of Delegation provides for the delegation of functions to specified Chief Officers.

It is proposed to amend the Scheme of Delegation to reflect legislative changes and practical working arrangements. Details of the proposed amendments including explanatory comments are set out at Appendix B.

### **Consultations**

N/A

### **Implications:**

This item has the following implications, as indicated:

### **Risk management**

Some of the proposed amendments are required in order to bring the Constitution in line with updates to legislation. No other significant risks have been identified.

### **Local Government (Access to Information) Act 1985 List of Background Papers**

Paper	Date	Contact/Directorate/Tel
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N/A

Reason for inclusion in Part II, if appropriate

N/A