



Council
26 July 2022

Title	Report of the Constitution & General Purposes Committee – Constitution Review
Report of	Monitoring Officer Head of Governance
Wards	All
Status	Public
Enclosures	<p>Annex 1a – Report to Constitution and General Purposes Committee – 7 July 2022</p> <p>Annex 1b – Addendum report to Constitution and General Purposes Committee.</p> <p>Annex 1c – Minutes of the Constitution and General Purposes Committee – 7 July 2022</p> <p>Appendix A – Article 3 (Residents and Public Participation) (Tracked)</p> <p>Appendix B – Article 3 (Residents and Public Participation)</p> <p>Appendix C – Article 4 (The Full Council) (Tracked)</p> <p>Appendix D – Article 4 (The Full Council)</p> <p>Appendix E – Article 7 (Committees, Working Groups and Partnerships) (Tracked)</p> <p>Appendix F – Article 7 (Committees, Working Groups and Partnerships)</p> <p>Appendix G – Article 9 (Chief Officers) (Tracked)</p> <p>Appendix H – Article 9 (Chief Officers)</p> <p>Appendix I – Full Council Procedure Rules (Tracked)</p> <p>Appendix J – Full Council Procedure Rules</p>

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Summary

The Constitution and General Purposes Committee at a meeting held on 7 July 2022 considered a report on the Constitution, reviewing various sections. Except for minor administrative matters which are delegated to the Monitoring Officer (following consultation with the Chair of the Constitution and General Purposes Committee) only Full Council may amend the Constitution. Council are therefore recommended to approve the Constitution amendments proposed by the Committee.

Recommendations

- 1. That Council note the updated report of the Constitution & General Purposes Committee held on 7 July 2022 (Annex 1a), the Addendum report of the Constitution & General Purposes Committee (Annex 1b) and note that the Committee approved the amendments subject to the changes detailed in the minutes (Annex 1c).**
- 2. That Council approve the Constitution amendments as set out in Appendices A to J.**
- 3. That Council authorise the Monitoring Officer to implement these revisions and publish a revised Constitution.**

1. WHY THIS REPORT IS NEEDED

1.1 As set out in the report attached at Annex 1.

1.2 The Constitution & General Purposes Committee held on 7 July 2022 agreed to "...recommend to Council that the Constitution be amended to incorporate the changes set out in this report and the amended versions attached at Appendices A to J."

The additional recommendation moved at the meeting was to:

Delegate authority to the Monitoring Officer, in consultation with the Committee, to draft proposed amendments to Article 3 (Residents and Public Participation) to revise section 3.2 to:

- **Allow residents to submit any number of written questions on substantive agenda items at committees;**
- **Publication of all written questions submitted;**
- **A 30-minute period at each committee to enable residents to obtain responses to as many of the questions as time allows. and to ask an oral supplementary;**
- **To alternate responses to questions from residents at the meeting to ensure each resident has an opportunity to ask questions; and**
- **Responses to any questions that are not dealt with during the 30-minute period to be at the discretion of the Chair to respond to in writing after the meeting**

1.3 The revised wording for the above has been included at Appendix A.

2. REASONS FOR RECOMMENDATIONS

2.1 As set out in the report attached at Annex 1.

3. ALTERNATIVE OPTIONS CONSIDERED AND NOT RECOMMENDED

- 3.1 Options were put forward to the Committee and decisions at section 1.2 above reflect the options chosen (as amended by the Committee) for recommendation to Council following discussion and debate.

4. POST DECISION IMPLEMENTATION

- 4.1 The Monitoring Officer will make arrangements for any changes agreed to be actioned, together with minor drafting and housekeeping changes. The revised Constitution will be published online.
- 4.2 The Constitution and General Purposes Committee will continue to proactively keep the Constitution under review and may make further recommendations in the next municipal year.

5. IMPLICATIONS OF DECISION

5.1 Corporate Priorities and Performance

- 5.1.1 As set out in the report attached at Annex 1.

5.2 Resources (Finance & Value for Money, Procurement, Staffing, IT, Property, Sustainability)

- 5.2.1 None.

5.3 Legal and Constitutional References

- 5.3.1 Council Constitution, Article 4 states that “The Full Council is a formal meeting of all Councillors and is required by law to take certain important decisions as set out below. Full Council also approves a number of key plans and strategies, which together form the Policy Framework:....Adopting and changing the Constitution (unless delegated).”
- 5.3.2 Council Constitution, Article 7 states that the Constitution and General Purposes Committee terms of reference includes to: “Keep under review all aspects of the Council’s Constitution so as to ensure that it remains current and fit for purpose, and to make recommendations thereon to the Council.”.
- 5.3.3 Council Constitution, Article 9 states that “The Monitoring Officer will maintain an up-to-date version of the Constitution and will ensure that it is available for consultation by Members, staff and the public”.

5.4 Risk Management

- 5.4.1 As set out in the report attached at Annex 1.

5.5 Equalities and Diversity

5.5.1 As set out in the report attached at Annex 1.

5.6 Consultation and Engagement

5.6.1 As set out in the report attached at Annex 1.

6. BACKGROUND PAPERS

6.1 As set out in the report attached at Annex 1.