

## CONSTITUTION INFORMAL WORKING GROUP

### TABLE OF PROPOSED DRAFTING AMENDMENTS TO CONSTITUTION:

No.	Section of constitution	Proposed change
1	Standing Order definitions	<b>Deletions:</b>  a) Definition for “EU” b) Definition of Remote Meeting c) Definition of “The 2020 Regulations” d) Paragraph 4 including 4.1-4.3 and renumber 5 into the new number 4
2	Standing Order definitions	<b>Additions:</b>  a) Underneath the definition for “Council” and before “Disciplinary Action”:  “Council Body” means a body of the Council whose meetings are subject to public access under the Local Government Act 1972 or Local Government Act 2000  “Council Procedure Rules” means the Council Procedure Rules within the Constitution which set out the rules of procedure relating to Full Council

b) Underneath the definition for “Chief Officer” and before “Consultation Procedure”:

“Constitution” means the Council’s constitution adopted under section 9P of the Local Government Act 2000

c) Underneath the definition for “Forward Plan” and before “Head of Authority’s Paid Service”:

“Full Council” means the Council Body made up of all Members of the Council

“Full Council Meeting” means the meetings of the Full Council as set out in the Council Procedure Rules

d) Underneath the definition for “Portfolio Holder” and before “Standards Committee”:

“Proposer” means the person that moves a motion including its recommendations and including amendments

“Regulatory Council Body” means Planning Committee, Licensing Committee, Licensing and Appeals Board and hearings/interviews of the Appointments Board/Investigation and Disciplinary Panel and Standards Committee

		<p>“Resolution” means decision of a decision-making Council Body</p> <p>“Seconder” means the person that seconds a motion from a Proposer</p> <p>“Standing Orders” these standing orders adopted as part of the Constitution</p>
4	Standing Order definitions	<p><b>Amendments:</b></p> <p>a) Replace: “Access Regulations” means the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2000. Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012</p> <p>WITH</p> <p>“Access Regulations” means the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012</p> <p>b) Replace: “Chair” means the Chair of the Appropriate Committee or in their absence the Vicechair</p>

WITH

“Chair” means the Member appointed as chair of a Council Body or in their absence the Vice-Chair

c) In the definition for “Cabinet” replace: “...section 15...” WITH “...section 9C...”

d) In the definition for “Forward Plan” replace: “...Regulations 13 and 14...” WITH “...Regulation 9...”

e) Replace: “Meeting” means a meeting of the Council, Cabinet, Committee, Sub-Committee Board or Task Group as the case may be and includes a Remote Meeting, i.e. a reference to a Meeting also includes a reference to a Remote Meeting, where the definition for a Remote Meeting is met

WITH

“Meeting” means the meeting of a Council Body

f) In the definition for “Scrutiny and Overview Committee” replace: “...section 21...” WITH “...section 9F...”

5	Standing Order 1	<p><b>Replace:</b></p> <p>a) Replace: 1.1 These Standing Orders shall be used to regulate the conduct of any meeting of the Council (Cabinet, Committees, Sub Committees, Panels, Boards, delegated decisions of Cabinet)</p> <p>WITH</p> <p>These Standing Orders shall be used to regulate the conduct of any Meeting of a Council Body, plus Informal Working Groups and executive delegated decisions.</p> <p><b>Delete:</b></p> <p>b) In 1.3 delete the words “or by facsimile.”</p>
5	Standing Order 3	<p><b>Delete:</b></p> <p>a) SO 3.2</p>
6	Standing	<p><b>Delete:</b></p>

Order 4

a) In “Extracts from Statute” delete:

“as amended by the 2020 Regulations”

And

“In respect of a reference in any enactment to a meeting of a local authority, that authority may, as they may determine—

(a) hold such meetings and at such hour and on such days; and

(b) alter the frequency, move or cancel such meetings,

without requirement for further notice. (The 2020 Regulations, reg 4)”

b) In Standing Order delete: SO 4.2 to 4.11

**Amend:**

a) Replace: 4.1 Meetings of the full Council (“the Council”) shall be conducted in accordance with these Standing Orders except to the extent that they are suspended under the procedure that is set out by Standing Order 2.

WITH

		4.1 Meetings of the Full Council shall be conducted in accordance with these Standing Orders and the Council Procedure Rules except to the extent that they are suspended under the procedure that is set out by Standing Order 2.
7	Standing Order 5	<b>Delete:</b>  a) SO 5.1 and 5.2 – renumber accordingly
8	Standing Order 6	<b>Delete:</b>  a) SO 6.5 and 6.6
9	Standing Order 8	<b>Delete:</b>  a) Standing Order 8 and replace with "NOT USED"
10	Standing Order 9	<b>Delete:</b>  a) Standing Order 9 and replace with "NOT USED"
11	Standing	<b>Delete:</b>

	Order 11	a) Standing Order 11 and replace with "NOT USED"
12	Standing Order 12	<b>Amend:</b>  a) At 12.15 replace: "s 15 & 16 (Access to information) (England) Regulations 2000" with "Regulations 10 and 11 of the Access Regulations"
13	Standing Order 14	<b>Delete:</b>  a) Standing Order 14 and replace with "NOT USED"
14	Standing Order 17	<b>Delete:</b>  a) 17.3A and reference to it elsewhere b) 17.4
15	Standing Order 18	<b>Delete:</b>  a) Standing Order 18 and replace with "NOT USED"



16	Standing Order 20	<p><b>Delete:</b></p> <p>a) The second SO 20.1</p>
17	Standing Orders contents page	Update as required
18	Throughout	<p>Make amendments to use consistent definitions of:</p> <p>“Meeting”, “Member”, “Council Body”, “Full Council”, “Proposer”, “Seconder”, “Monitoring Officer”</p>
19	Article 4.02	Add in Budget Meeting and use Council Procedure Rules and Standing Orders definitions