

New Section	Current version
Section 1 – Purpose, definition interpretation and Amendment of constitution This section has largely been re-written and more definitions and explanatory language added. Nothing has been removed from the former version.	Former summary and explanation and article 1
Section 2 – Members Identical to previous version, references updates.	Former Article 2
Section 3 – Public Involvement in the Council Removal of out of date references (such as Standards Board). Further information on participation added.	Former Article 3
Section 4 – Full Council Three separate sections covering what the council is, how the council is chaired and rules of procedure have been combined into one section on Full Council. Paragraph 1 starts with defining who are members (all Councillors), (2) sets out quorum and frequency of meetings and (3) outlines all responsibilities reserved to Full Council. Updates to (3) have been made only to remove expired or unnecessary responsibilities or to add in responsibilities that were missing which derived either from statute or were not/could not be delegated to other decision makers. (5) and (6) cover the role/function of the Mayor and have not been changed. (7) Onwards are the Meeting Procedure Rules. <u>Changes to Procedure Rules</u> Add appointment of Youth Mayor to order for business for AGM. Re numbering of order of business to coincide with correct paras. <u>7.7 Public questions</u> Clarify the deadline as 6 working days prior to meeting and that email is acceptable as way to submit. Add in that Mayor has authority that in exceptional circumstances, the question can be put if questioner not present. <u>7.9 Member questions</u>	Former Articles 4 (The Full Council) and 5 (Chairing the Council) and rules of procedure: procedural standing orders

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Clarify the deadline as 6 working days prior to meeting and that email is acceptable as way to submit. <u>7.11 – Comments and questions.</u> Mayor does not have to ask about each set of minutes in turn (saves time in meeting as minutes are grouped together) <u>7.12 - Motions</u> Clarify the deadline as 6 working days prior to meeting and that email is acceptable as way to submit. <u>7.14 – Rules of debate</u> Clarification that a member, when withdrawing a motion, can only speak to say that they are withdrawing the motion with reasons why. Removal of reference to require members to stand (not compatible with disability discrimination). Clarify rules around an amendment (amendment cannot have the same effect as voting against it) <u>Voting</u> Insert that electronic voting may be used. Chief Executive does not have to call the names for a named vote – can be any officer. <u>Misc.</u> Any Director or Monitoring Officer can substitute for CEX. Remove reference to requiring a paper copy to be given to members.	
Section 5 – Overview and Scrutiny Committee Membership, quorum and responsibilities set out at the beginning and all sections relating to scrutiny brought together in this section. Further expansion of information about role of scrutiny committee added. A call-in process (which is a requirement) has been inserted. Reference to Executive/Scrutiny Protocol added.	Former article 6 and part 3 relating to scrutiny
Section 6 – The Executive	Former Article 7 and part 8

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Membership, quorum and responsibilities set out at the beginning and all sections relating to the Executive brought together in this section. No changes made to content except updating expired references and changes to portfolios.	
Section 7 –Audit Committee New section setting out membership, quorum and responsibilities at the beginning and all sections relating to this committee brought together in this section. Slight modifications to responsibility to reflect up to date best practice and legislation.	New
Section 8 – Standards Committee New section setting out membership, quorum and responsibilities at the beginning.	Former Article 9
Section 9 – Environment and Licensing Committee New section setting out membership, quorum and responsibilities at the beginning. Responsibilities list updated in line with current legislation.	Former article 8
Section 10 – Planning Committee New section setting out membership, quorum and responsibilities at the beginning. Responsibilities list updated in line with current legislation. Note – Code of practice in need of review and will be done later	Incorporates Article 8 and some of member officer protocol
Section 11 – Licensing Acts Committee New section setting out membership, quorum and responsibilities at the beginning. Responsibilities list updated in line with current legislation.	Former article 8
Section 12 – Appointments and Conditions of Service Committee New section setting out membership, quorum and responsibilities at the beginning.	Former article 8

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Responsibilities list updated in line with current legislation particularly around appointment and dismissal of statutory officers.	
Section 13 – Joint Consultative and Safety Committee New section setting out membership, quorum and responsibilities at the beginning. Responsibilities list updated in line with current legislation	Former article 8
Section 14 – Appeals and Retirements Committee New section setting out membership, quorum and responsibilities at the beginning. Responsibilities list updated in line with current legislation	Former article 8
Section 15 – Officers No changes to former content	Former article 10
Section 16 – Decision Making No changes to former content	Former article 11
Section 17 – Finance Contracts and Legal Matters Expand list of officers able to affix seal of the council to enable timelier sealing.	Former article 12
Section 18 – Access to information No changes to former content – posts and officers updated	Former section of part 4
Section 19 – Scheme of delegation to officers This section bring together various paragraphs scattered around the former version into one place. A general section has been created at the beginning setting out some rules/definitions and principles of delegation. Many irrelevant or expired delegations have been removed Some delegations have been modified to correct inaccuracies or update legislation Two new delegations have been added giving officers, in consultation with portfolio holders, to determine	New section formed from various other parts/articles

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opening hours over the Christmas period for leisure and community centres.	
Section 20 – Proper Officer Provisions Largely no change but legislative references have been checked and tidied up where necessary	Former section of Part 3
Section 21 – Budget and Policy Framework Rules Tidied up and clarified which documents are part of the framework.	Former section of part 4
Section 22 – Contracts and Procurement Rules Have been tidied up and references to EU thresholds have been tweaked in light of Brexit. No substantial changes but increase in tender requirement from £50,000 to £75,000. Changes to requirement where 3 quotes cannot be obtained. Director can now approve without report to Scrutiny Chair, Director decision should be recorded, officers will create process for recording.	Former section of part 4 re-titled
Section 23 – Dealings with Land Rules Re-written to better reflect current practice. No changes to member involvement in processes.	Former section of part 4 re-titled
Section 24 – Staffing Rules Minor revisions to content mainly around appointment and dismissal of chief officers to reflect legislative change.	Former section of part 4 re-titled
Section 25 – Financial Rules Newly re-written financial rules to replace out of date version. Some changes to financial approvals thresholds in relation to carry overs, debt and asset write off.	Former financial regulations
Section 26 – Member Code of Conduct No changes	Former section of part 5
Section 27 – Member/Officer Relations Protocol This section has been expanded to add greater detail around the expectations	Former section of part 4 re titled
Section 28 – Petitions Policy	Former section of part 4

New Section	Current version
No changes	
Section 29 – Members’ Allowances Scheme No changes	Former Part 6
Section 30 – Management Structure Insertion of management structure which was always “coming soon” in former version	Former Part 7