



Council

18 July 2011

**Subject: Suggested Minor Changes to the Constitution**

Report by:

Monitoring Officer

Contact Officer:

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Purpose / Summary:

The purpose of this report is to consider and agree minor changes to the Constitution as recommended by the Governance and Audit Committee.

**RECOMMENDATION(S):**

- The suggested minor changes to the Constitution as detailed at paragraph 2 of the report, be approved for immediate implementation
- That the second paragraph of the notes of the Governance and Audit Committee in Part IV, page 7 of the Constitution be amended to read "Nominations be sought to form a pool of trained substitutes in order to ensure that decisions are made by fully trained members"

**IMPLICATIONS**

**Legal:** None directly arising as a result of this report.

**Financial:** None directly arising as a result of this report.

**Staffing:** None directly arising as a result of this report.

**Equality and Diversity including Human Rights:** None directly arising as a result of this report.

**Risk Assessment:** N/A

**Climate Related Risks and Opportunities:** None directly arising as a result of this report.

**Background Papers:**

The following background papers were used in the preparation of this report.

Title:	Location of Background Papers:
None	

**Call in and Urgency:**

Is the decision one to which Rule 14 of the Scrutiny Procedure Rules apply?

Yes  No

**Key Decision:**

Yes  No

## **1. Background**

- 1.1 Council at its meeting on 18 April 2011 approved and adopted the revised Constitution which came into effect on 23 May 2011.
- 1.2 At that meeting a small number of minor amendments to the Constitution were suggested and it was agreed that these would, in the first instance, be considered by the Governance and Audit Committee, as per its Terms of Reference.
- 1.3 In addition the Governance and Audit Committee is also suggesting a minor change to its Terms of Reference in order to clarify the situation regarding substitutions.
- 1.4 These minor changes were considered by the Governance and Audit Committee at its meeting on 27 June 2011. The following changes are now recommended to Council for approval.

## **2. Suggested minor changes to the Constitution**

- 2.1 It is suggested that any reference to 'clear' days in the Constitution should be amended and clarifies to read 'clear working' days.
- 2.2 The word 'and' be deleted from the end of the paragraph at Council Procedure Rule 9.2 (a) as it was put there in error.
- 2.3 It has been suggested that the number of Members required to request a recorded vote should be reduced from three to two.
- 2.4 The second paragraph of the notes of the Governance and Audit Committee in Part IV, page 7 of the Constitution be amended to read as follows:

"Nominations be sought to form a pool of trained substitutes in order to ensure that decisions are made by fully trained members."