

Summary of Changes to the Constitution: May 2013

Section	Description of change
Glossary	<ul style="list-style-type: none"> New definition for 'five clear days', a term used in the Constitution, inserted to reflect definition for seven days.
Summary and explanation	<ul style="list-style-type: none"> Reference to the corporate plan/aims updated to reflect current material.
Article 2 – councillors	<ul style="list-style-type: none"> New para 2.8 inserted to clarify arrangements for appointments to outside bodies.
Article 7 – overview and scrutiny	<ul style="list-style-type: none"> Amended to reflect new arrangements for scrutiny panels.
Article 8 – regulatory and other committees	<ul style="list-style-type: none"> Amended to include new provisions for health and wellbeing board.
Article 11 – joint arrangements	<ul style="list-style-type: none"> References to shadow health and wellbeing board removed and replaced by additions to Article 8.
Appendix 1 Section 2 – delegations to Cabinet	<ul style="list-style-type: none"> Para 2.3: extended to include responsibility for setting business rates base. Para 19.14: additional wording included to clarify employee/Cabinet member responsibilities. Para 19.17: inserted new para to delegate responsibility for co-ordinating Council's response to Welfare Reform Act.
Appendix 1 Section 3 – delegations to Cabinet (Resources) Panel	<ul style="list-style-type: none"> Para 24: additional wording inserted to clarify relative Panel/chief executive responsibilities for community grants.
Appendix 1 Section 5 – Cabinet members' collective and individual responsibilities	<ul style="list-style-type: none"> Para 5.2 – Leader (d)(3): extended to reflect business rate responsibilities. Para 5.2 – Cabinet Member, Resources: extended to reflect business rate responsibilities.
Appendix 1 Section 19 – health and wellbeing board	<ul style="list-style-type: none"> Revision of terms of reference.
Appendix 1 Section 20 – delegations to employees	<ul style="list-style-type: none"> Section C (chief executive): insertion of grant-making responsibilities up to £10,000 to community groups. Section F (education and enterprise): <ul style="list-style-type: none"> Removal of requirement to report telecoms installation applications to councillors (F17). Rewording to clarify (F18). Addition of new wording to cover delegations in respect of historic environment (F69/F70). Section H: insertion of new section to cover responsibilities of director of transportation. Section I: insertion of new section to cover responsibilities of director of public health.
Appendix 2 Definitions and applications of rules	<ul style="list-style-type: none"> Reference to call-in group removed to reflect changes to scrutiny arrangements.
Appendix 2 Section 21 – Cabinet member responsibilities	<ul style="list-style-type: none"> Removed from document (per instructions from Special Advisory Group).
Appendix 2 Section 26 – Cabinet procedure rules	<ul style="list-style-type: none"> Para 1.7(a): additional clarification added about red decisions.

Appendix 2 Section 27 – O&S procedure rules	<ul style="list-style-type: none"> • Various changes in relation to the review of scrutiny. • Para 27.12.2(a): correction to confirm green decisions are taken by Cabinet member in consultation with officers. • Changes in respect of scrutiny call-in arrangements yet to be confirmed.
Appendix 2 Section 28 - financial procedure rules	<ul style="list-style-type: none"> • Section M - paras 1 and 2: inserted to clarify section 151 officer responsibilities for effecting insurance and handling claims.
Appendix 2 Protocol for use of ICT facilities by councillors	<ul style="list-style-type: none"> • Removed.
Appendix 2 Management structure	<ul style="list-style-type: none"> • Amendments inserted to reflect recent changes to management structure and responsibilities, including new public health and transportation accountabilities.
Appendix 2 Petitions protocol	<ul style="list-style-type: none"> • Various changes to tidy/tighten up the procedures for handling petitions at council meetings.

General (appearing at multiple points in the Constitution)	<ul style="list-style-type: none"> • References to the assistant director (corporate resources) changed to be assistant director (finance); also relevant references to the section 151 officer, where linked. • References to the monitoring officer amended to refer to the strategic director for delivery. • References to assistant director (governance) amended to refer to chief legal officer or strategic director for delivery (as appropriate). • Removal of references to now defunct reception points.
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NB: this document does not include changes to contents pages/indexes, which have been or will be amended to reflect the changes outlined above.