

Part and Section	Title	Paragraphs to be amended
Article 12 - Officers	-	12.6 Officers will comply with the Code of Conduct for Employees included within Staff Terms and Conditions of Employment and the Member and Officer Protocol set out in Part 5 of this Constitution.
Article 15 – Review and Revision of the Constitution	-	<p>15.2 Changes to the Constitution</p> <p>(a) — Apart from the Executive Head of Corporate being authorised to amend the Constitution, including the Scheme of Delegation of Functions to Officers in respect of the officers designated to exercise delegated authorities where changes in the management structure and post titles have resulted from organisational restructures, changes to the Constitution will only be approved by the full Council.</p> <p>(b) — Any councillor, any committee or the Leader/Executive may submit proposals for changes to this Constitution to the Council for consideration.</p> <p>(c) — The Council must take reasonable steps to consult local electors and other interested persons in the area, and comply with legislative requirements, when drawing up proposals to change from a leader and cabinet form of Executive to an elected mayor and cabinet, or vice versa.</p> <p>Any councillor, any committee or the Leader/Executive may submit proposals for changes to this Constitution to the Council, through the Monitoring Officer, for consideration.</p> <p>Apart from the following exceptions, changes to the Constitution will only be approved by the full Council</p> <p>(a) the Executive Head of Corporate who is authorised to amend the Constitution, including the Scheme of Delegation of Functions to Officers in respect of the officers designated to exercise delegated authorities, where changes in the management structure and post titles have resulted from organisational restructures</p>

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Part 4 Section C Annex A	Scrutiny Committee Procedure Rules	7	The request must identify the decision and state the reason(s) for requesting the review and must be submitted by noon 5pm on the third fifth working day following issue of the Summary.
Part 4 Section D	Committees, sub committees and other bodies procedure rules	4.1	<p>All councillors may be members of a committee except:</p> <ul style="list-style-type: none"> (a) At least one member of the Executive will be appointed to the Appointments Committee. (b) No more than three members of the Executive will be appointed to the Joint Staff Consultative Group. No more than 25% of the employer's representatives will be members of the Executive. (c) No more than four members of the Executive will be appointed to the Planning Applications Committee. No more than 10% (rounded up) of members appointed to the Planning Applications Committee will be members of the Executive. (d) No more than three members of the Executive will be appointed to the Licensing Committee. No more than 10% (rounded up) of members appointed to the Licensing Committee will be members of the Executive.
		18	<p>18.3 <u>Determination of Planning Applications and any other related consent applications</u></p> <ul style="list-style-type: none"> 18.3.1 The Executive Head of Regulatory's report and recommendation will be introduced. 18.3.2 Public speaking to take place in accordance with the Procedure for Public Participation at Meetings set out in Part 4 of the Constitution. 18.3.3 The Chairman will invite debate on the application in relation to the Executive Head of Regulatory's recommendation.

Part and Section	Title	Paragraphs to be amended
		<p data-bbox="846 316 2103 379">18.3.4 The Chairman will invite a Member to propose a motion make a proposal in relation to the Executive Head of Regulatory's recommendation.</p> <p data-bbox="846 416 1464 448">18.3.5 The Chairman will ask for a seconder.</p> <p data-bbox="846 485 2103 619">18.3.6 Any amendments to that motion and any subsequent motions will be dealt with in accordance with the Council Procedure Rule 14 – Rules of Debate. The proposal, once seconded, will be put to the vote. If the vote is lost, the Chairman will seek an alternative proposal.</p> <p data-bbox="846 655 2103 815">18.3.7 Voting will be by a show of hands but the names of those members voting in favour, those voting against and those abstaining will be called out by the Legal Services Representative so that the names can be recorded on the audio record and in the minutes of the meeting. Where there is a unanimous vote this procedure does not need to be followed and the Chairman will state this for the record.</p> <p data-bbox="846 852 2103 916">18.3.8 Members may not participate in the debate or vote in connection with any application unless they are present for the whole consideration of that application.</p> <p data-bbox="846 959 2040 991">18.4 <u>Decisions Made Contrary to the Executive Head of Regulatory's Recommendation</u></p> <p data-bbox="846 1027 2103 1187">18.4.1 Where the Committee makes a decision to REFUSE an application contrary to the officers' recommendation, Members must give clear reasons for that decision and identify the planning reasons for refusal. The exact wording of those reasons may be delegated to the Executive Head of Regulatory to determine after consultation with the Chairman, Vice Chairman and ward councillors.</p> <p data-bbox="846 1230 2103 1327">18.4.2 Where the Committee makes a decision to APPROVE an application contrary to the officers' recommendation, Members must give clear reasons for that decision, identify the conditions to be imposed and the reasons for the imposition of those conditions.</p>

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		<p>The exact wording of the conditions and the reasons for their imposition may be delegated to the Executive Head of Regulatory to determine after consultation with the Chairman, Vice Chairman and ward councillors.</p>
Part 4 Section I	Contract Standing Orders	<p>14.1 The requirement for the Council to follow these standing orders may be waived in the following circumstances:</p> <ul style="list-style-type: none"> a) For contracts which are not subject to the EU Rules, the work, supply or service is required as a matter of urgency and a delay would be likely to lead to financial loss, personal injury or damage to property; or b) Where it can be demonstrated that there is a genuine single source of supply for the goods/service required c) the circumstances set out in the Public Contract Regulations 2006 Regulation 14 apply (whether or not the contract is of a type which is subject to the application of the EU Rules); or d) the contract is awarded under a framework agreement of a type where a competition has already been undertaken on behalf of the Council; or e) at the discretion of Corporate Management Team Management Board who may proceed in a manner most expedient to the efficient management of the service/Council with reasons recorded in writing.
		<p>14.3 All waivers from these Contract Standing Orders must be:</p> <ul style="list-style-type: none"> a) Fully documented b) Subject to a written report to be submitted in advance to the Monitoring Officer and Section 151 Officer which shall include reasons for the waiver which demonstrate that the waiver is genuinely required c) Applications for waivers which are a result of poor contract planning will rarely be considered genuinely exceptional.

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Part 4 Section L	Petitions Scheme	<p data-bbox="577 316 1843 347">3.2 The response from the Council will depend upon the number of signatures received:</p> <table border="0" data-bbox="869 411 1921 946"> <thead> <tr> <th data-bbox="869 411 1305 443">Number of signatures received</th> <th data-bbox="1339 411 1615 443">Minimum response</th> </tr> </thead> <tbody> <tr> <td data-bbox="869 512 981 544">50 to 99</td> <td data-bbox="1339 512 1809 544">A response from the relevant officer</td> </tr> <tr> <td data-bbox="869 608 1014 639">100 to 749</td> <td data-bbox="1339 608 1921 703">A response from the relevant Member of the Executive or relevant regulatory committee Chairman</td> </tr> <tr> <td data-bbox="869 775 1037 807">750 to 3,499</td> <td data-bbox="1339 775 1832 839">Referred to the Executive or relevant regulatory committee</td> </tr> <tr> <td data-bbox="869 903 1059 935">3,500 or more</td> <td data-bbox="1339 903 1861 935">Debated at a meeting of the full Council</td> </tr> </tbody> </table>	Number of signatures received	Minimum response	50 to 99	A response from the relevant officer	100 to 749	A response from the relevant Member of the Executive or relevant regulatory committee Chairman	750 to 3,499	Referred to the Executive or relevant regulatory committee	3,500 or more	Debated at a meeting of the full Council
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Part 5 Section B	Member and Officer Protocol	<p data-bbox="577 978 2112 1106">3.1 The Code of Conduct for Officers forms part of officers' Terms and Conditions of Employment. is at Section E of Part 5 of this Constitution. It sets out the standards of conduct and integrity which are expected of a local government officer and the standard of service to the public. It reiterates that mutual respect between officers and councillors is essential to good government.</p>										