

CHANGES FOR CONSIDERATION

Area of Review	Proposal and Rationale	Sections of the Constitution to be revised
Scrutiny Procedure Rules	To update the scrutiny procedure rules following changes to the scrutiny structure in May 2021. Proposed changes set out in Appendix 2.	Part 4.5 Scrutiny Procedure Rules Pages 148 – 155 (of May 2021 edition)
Call-in Procedure	To add further details and clarify the process of call-in. Proposed changes set out in Appendix 3.	Part 4.6 Call-in Procedure Pages 156 – 157 (of May 2021 edition)
Budget and Policy Framework	To amend section 4.3.8 (call in of decision outside the budget and policy framework) of the Budget and Policy Framework so it reflects changes made to the Call-in procedure. Proposed changes set out in Appendix 4.	Part 4.3 Budget and Policy Framework Pages 140 – 144 (of May 2021 edition)
Council Procedure Rules	To allow Members to substitute for other Members if they are not able to attend a meeting of one of the Licensing Committees, Planning Committee or one of the four Scrutiny Committees. The proposal is to add an extra CPR to permit substitutes for these specific meetings. Add a new <i>section 26 - substitutes</i> to the Council Procedure Rules <i>26.1 Members who are unable to attend a meeting may send another Member in their place to act as a substitute. The substitute will have the same rights as the Member of the Committee they are substituting for. This only applies to Planning Committee, Licensing Committees and the</i>	Part 4.1 Council Procedure Rules Page 130 (of May 2021 edition)

	<p><i>four Scrutiny Committees. Before sitting as a substitute the Member should have received appropriate training for that Committee.</i></p> <p><i>26.2 Members should notify the Governance Manager in advance of the meeting if they will not be present and the name of the Member who will be substituting in their place.</i></p> <p><i>(In line with scrutiny membership rules Executive Members may not act as a substitute on scrutiny committees)</i></p>	
Independent Persons Terms of Office	<p>The Committee on Standards in Public Life recommended that The Localism Act 2011 should be amended to require that Independent Persons are appointed for a fixed term of two years, renewable once. No change has been made to the legislation but given the recommendation we are making the Committee aware of the recommendation but no change is proposed.</p> <p>The Council has been appointing its Independent Persons for a period of four years. Given the time and expense in recruiting suitably qualified Independent Persons it is not proposed to change the Council's current practice.</p>	NO CHANGE PROPOSED

CHANGES MADE UNDER DELEGATED AUTHORITY BY THE MONITORING OFFICER – TO BE NOTED

Area of Review	Rationale	Sections of the Constitution to be revised
Planning Committee Procedure	To clarify that Planning Applications made by all Councillors and Council employees are required to go before Planning Committee.	Part 5 Codes and Protocols – Planning Protocol Section 6 – Development proposals submitted by Councillors and Officers, and Council Development Page 241 (of May 2021 edition)
Licensing Committee Terms of Reference	To amend the size of Licensing Sub Committee's to be 3 Members (rather than 10), drawn from the full committee. This brings the terms of reference into line with licensing legislation.	Part 3 Responsibility for Functions Licensing Committee Pages 41 – 45 (of May 2021 edition)