

Area of Review	Proposal and Rationale	Sections of the Constitution to be revised
Union/Employee Consultation Committee - Terms of Reference	These have been reviewed. Removing reference to the CEO was the only change required. This has been done under the 'housekeeping' process.	Part 3 – Responsibility for Functions – Page 46 to 50 of the current version
Delegation Scheme – Housing Officers	Parts of the Responsibility Functions in relation to delegations to officers refer to delegations to the Head of Housing and Community Safety. This post no longer exists. This should be changed to the Head of Environmental Health.	Part 3 Responsibility for functions, Licensing Committee, Delegation of Functions to officers. Pages 41 and 43 of the 2019 Constitution.
Planning Committee Terms of Reference/Scheme of Delegation	To set out the rules for referring an application to Planning Committee for a decision. The reason for this is to formalise working practices that have been in operation for many years.	Part 3 – Functions Scheme Planning Committee Pages 44 - 45 of the current version
Local Plan Steering Group – change of title to Local Plan Implementation Advisory Group	This results from the fact that the Local Plan has now been adopted by the Council. The group will therefore be monitoring the implementation and requires a name change.	Part 3 Responsibility for functions Page 44 (Planning Committee).

<p>Homeless Payments – DDs</p>	<p>This change is proposed to allow officers to pay Home Loss payments in advance of the scheme being considered by the Council. It is essentially a timing issue to allow these payments to be made when they become due rather than to make recipients wait for a full consideration by Cabinet (and possibly Council) of a scheme.</p>	
<p>Members Code of Conduct - Mandatory Training – Ethical Governance</p>	<p>From the Scrutiny Review of the Standards Committee carried out by the Customer Service and Transformation Scrutiny Committee. This is to extend the mandatory training on the Code of Conduct to at least 2 sessions in a 4 year term.</p>	<p>Part 5 Codes and Protocols. Page 189 of the current version</p>
<p>Delegation to the Head of Paid Service to make customers vexatious under the CCC policy</p>	<p>At the present time this is dealt with by SAMT. However it would be better to be a single officer rather than sharing details with all members of SAMT, many of whom will know nothing of such issues.</p> <p>The logical choice of officer is the Head of Paid Service, as that officer has responsibility for staff welfare.</p>	<p>Add to the Head of Paid Service delegations in part 3.1 - Page 84 of the current version.</p>