

Appendix 1: Proposed Constitutional Amendments

Procedure Rule	Current wording	Proposed wording
Rule 4(5), Chair of Meeting	The Chair may postpone or adjourn a meeting to a later date with less than the required notice period of five working days with the agreement of Group Spokespersons or with the consent of the Council as appropriate, for example if an item on a published agenda is not available for consideration.	If the Chair is of the view that a meeting may need to be postponed or adjourned to a later date with less than the required notice period of 5 working days, they shall consult the leaders of the political groups. If unanimous consent of the group leaders is not obtained, then a decision should be made based on the wishes of at least 2 group leaders representing the majority of Councillors.
Rule 18(4), Petitions,	The Group Leaders will determine which petitions should be presented to a Committee and will have discretion over where a petition should go, to ensure that it goes to the most appropriate committee. Exceptionally, a petition might be referred to Council....	Group Leaders shall be consulted on which petitions should be presented to a Committee, and will have discretion over where a petition should go, to ensure that it goes to the most appropriate committee. Exceptionally, a petition might be referred to Council. If unanimous consent of the group leaders is not obtained, then a decision should be made based on the wishes of at least 2 group leaders representing the majority of Councillors.
Rule 30(1) Meetings of Committees etc	Ordinary meetings of the Committees shall be held in each year on such days as the Council shall determine unless amended by the Chief Executive with the agreement of the appropriate Chair and the nominated representatives of each of the minority groups.	Ordinary meetings of the Committees shall be held in each year on such days as the Council shall determine unless amended by the Chief Executive with the agreement of the appropriate Chair and the nominated representatives of each of the minority groups. If unanimous consent of the group leaders is not obtained, then a decision should be made based on the wishes of at least 2 group leaders representing the majority of Councillors.
Rule 11, Notice of motions	None – to be inserted after Rule 11(8)	If notice is given of a motion that, in the opinion of the Monitoring Officer, is out of order, illegal,

		irregular or improper, the Monitoring Officer shall inform the chair and it shall not be accepted and placed on the agenda without their approval. In the event of non-acceptance by the Chair, the monitoring officer shall inform the member submitting the motion the reason it has not been accepted and whether revised wording would make it acceptable
Rule 16, Rules of Debate (NEW)	Insert a new paragraph after 16(6): If notice is given of an amendment that, in the opinion of the Monitoring Officer is out of order, irregular, improper, incurs any expenditure in excess of £10k or is contrary to the budget or policy framework, the Monitoring Officer shall inform the Chair and it shall not be accepted for debate without their approval.	
Part 3, Responsibility for Functions (NEW)	Scheme of Delegation to Officers; Part A, Matters delegated to the Chief Executive, Director of Finance and Associate Directors, insert a new paragraph after 8(3) Paragraphs 8(1) to 8(3) do not apply to matters in relation to the Civil Contingencies Act 2004, whereby the Chief Executive, Director of Finance and Associate Directors are authorised to approve, authorise or exercise all functions necessary and expedient in the public interest without recourse to the Leader of the Council or Group Leaders. As soon as practicable following an incident, the Chief Executive shall report to the Leader of the Council and Group Leaders on the nature of the incident and the Council's response.	