

**FULL COUNCIL**

**20 APRIL 2011**

**REPORT OF THE MONITORING OFFICER**

**REVIEW OF THE COUNCIL'S CONSTITUTION 2010/11**

**1.0 PURPOSE OF THE REPORT**

1.1 The Council is requested to consider a list of proposed amendments to the Constitution that were considered by the Constitution Review Task Group on 29 March 2011 and the Overview, Scrutiny and Audit Committee on 11 April 2011. The detail and associated appendices are enclosed at Appendix A.

1.2 The Council is requested to note that there have been two items approved for inclusion in the Constitution at Council Meetings this Civic Year and they are as follows :-

- the Petitions Scheme including E-Petitions
- the Reduction in Site Visit Allowance for Members to £25 to allow a £5 contribution to a buffet between the Site Visit and the Committee meeting

**2.0 RECOMMENDATIONS**

**2.1 To approve the Overview, Scrutiny and Audit Committee's recommendations set out at Appendix A.**

**2.2 The Constitution be amended in accordance with 2.1.**

**2.3 To note that there have been two items approved for inclusion in the Constitution at Council Meetings this Civic Year and they are as follows :-**

- **Petitions Scheme including E-Petitions**
- **Reduction in Site Visit Allowance for Members to £25 to allow a £5 contribution to a buffet between the Site Visit and the Committee meeting**

**2.4 To note that the revised Constitution will be made available electronically to Members and Officers to meet the Council's commitment to the paperlight project.**

**3.0 KEY ISSUES**

3.1 Since the last review of the Constitution in 2009/10, items have been collated for the 2010/11 review and these were considered by the Constitution Review Task Group on 29 March 2011 and then referred to the Overview, Scrutiny and Audit Committee on 11 April 2011.

3.2 The Overview, Scrutiny and Audit Committee considered an additional item relating to a revised Exempt Information Provision for 7(c) as well as revised versions of the Calendar of Meetings and Part 7.

3.3 The Committee requested that schemes for:

- Substitution at Meetings
- Use of Private Vehicles by Members in connection with Council matters

be produced and presented to a future meeting of the Constitution Review Task Group.

3.4 There have been two items approved for inclusion in the Constitution at Council Meetings this Civic Year and they are as follows :-

- Petitions Scheme including E-Petitions
- Reduction in Site Visit Allowance for Members to £25 to allow a £5 contribution to a buffet between the Site Visit and the Committee meeting

3.6 It is intended that an updated electronic version of the Constitution will be made available to Members and Officers in the new Civic Year 2011/12.

#### **4.0 POLICY AND CORPORATE IMPLICATIONS**

4.1 The Constitution is subject to annual review and due to it being a living document there may be requirements for change, which become apparent throughout the year. These may be collated for the next Constitution Review Task Group or, if urgent, may be considered at the next Full Council Meeting.

The proposed revisions to the Scheme of Delegations to Officers provide that the Monitoring Officer has delegated authority to authorise amendments to the Constitution following legislative or other statutory changes and minor procedural and operational changes. Such changes to be reported to the Overview, Scrutiny & Audit Committee.

#### **5.0 FINANCIAL AND OTHER RESOURCE IMPLICATIONS**

5.1 There are no financial and resource implications relating to this report.

#### **6.0 LEGAL IMPLICATIONS/POWERS**

6.1 Specific legal implications relating to each proposed amendment are noted in the Task Group minutes and were taken into account when considering the relevant item.

#### **7.0 COMMUNITY SAFETY**

7.1 There are no community safety implications relating to this report.

#### **8.0 EQUALITIES**

8.1 There are no specific equalities implications relating to this report.

#### **9.0 RISKS**

9.1 Any risk implications relating to each proposed amendment are noted in the Task Group minutes and were taken into account when considering the relevant item.

## 10.0 **CLIMATE CHANGE**

10.1 It is proposed that the revised Constitution be available electronically to Members and Officers to meet the Council's corporate commitment to the paperlight project.

## 11.0 **CONSULTATION**

11.1 On items relating to Member Roles and Responsibilities and the ICT Protocol for Members there has been consultation with the Member Development Steering Group as well as with the Group Leaders and with regard to the Calendar of Meetings for 2011/12, the Leicestershire County Council has been consulted to ensure there are no clashes with its full County Council meetings.

11.2 There has been internal consultation with Management Team on the delegations for Heads of Service.

## 12.0 **WARDS AFFECTED**

12.1 All wards are indirectly affected by this report.

---

Contact Officer : Sarah Evans : Senior Democracy Officer  
Date : 12 April 2011  
Appendices : Appendix A – Constitution Review – Proposed Amendments

Background Papers : Constitution 2010  
Council Minutes for 2010/11  
Constitution Review Task Group Minutes of 29 March 2011  
Overview, Scrutiny and Audit Committee Minutes of 11 April 2011