

APPENDIX A

AREA OF REVIEW	PROPOSAL AND RATIONALE	SECTIONS OF THE CONSTITUTION TO BE REVISED
The Substitution Scheme	<p>Substitute Members are utilised by political groups to ensure that there is balanced representation on the Council’s committees. The Council has operated through a written scheme supplemented by long standing convention and the amendments to the Scheme codify the process as well as providing greater clarity on the nomination process to aid political groups.</p> <p>The suggested amendments are attached at Appendix B shown in bold.</p>	Part 4, Section 5, Pages 132-133 of the Constitution.
The Council's Standards Arrangements	<p>The Arrangements have been reviewed to expand the criteria against which complaints might be assessed and to provide a model form for complaints that must be completed before a complaint will be accepted under the Arrangements. The complaint form will be made accessible on the Council’s website. In addition, the local hearings process has been updated to reflect best practice in accordance with the LGA model hearing process.</p> <p>The suggested amendments are attached at Appendix C shown in bold.</p>	Part 5, Pages 248 – 255 of the Constitution.
Health Scrutiny Committee Terms of Reference	<p>The Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) (Amendment and Saving Provisions) Regulations 2024 came in to force at the end of January 2024. The effect of these amendments to the regulations is that the power of referral to the Secretary of State by health overview and scrutiny committees ceases.</p> <p>In addition, a new Schedule 10A to the National Health Service Act 2006 places a duty on any commissioner of NHS services to notify the Secretary of State when they propose a notifiable reconfiguration of NHS services. A ‘notifiable reconfiguration’ is in effect a reconfiguration comprising a proposal for a local substantial development of the health service or for a local substantial variation in the provision of a such a service.</p>	Part 2, Article 6, Page 42-44 of the Constitution.

	<p>Lastly, Schedule 10A to the National Health Service Act 2006 provides a new 'call-in' power to the Secretary of State, who may issue a direction to an NHS commissioning body to call in any proposal.</p> <p>The suggested amendments reflecting our new legislative requirements are attached at Appendix D shown in bold.</p>	
The Petition Scheme	<p>This Scheme has been reviewed to make clear the number of signatures required to trigger the Scheme as well as add clarity to those processes that are excluded by the Scheme.</p> <p>The suggested amendments are attached at Appendix E shown in bold.</p>	Part 5, D6, Pages 300 – 306 of the Constitution.
Gifts and Hospitality Thresholds	<p>Defined thresholds for registering of Gifts and Hospitality currently differ between Officers (£25) and Members (£50). The proposed change is to align these figures to the higher denominator.</p> <p>This change is no more than shown above and therefore not included in an Appendix.</p>	Part 5, Section C, Pages 263 – 265 of the Constitution.
Budget and Policy Framework	<p>This has been reviewed to reflect that the Crime and Disorder Reduction Strategy and Annual Library Plan form part of the statutory policy framework documents together with revised titles to the discretionary policy framework documents.</p> <p>The suggested amendments are attached at Appendix F shown in bold.</p>	Part 2, Article 4, Page 25 of the Constitution.
Corporate Parenting Panel Terms of Reference	<p>The Corporate Parenting Panel wish to change their operating procedures to improve engagement with, and outcomes for, our care experienced young people. The changes include: taking a thematic approach to meetings to ensure that the right people are together to effect tangible differences; changing the governance and engagement arrangements to promote inclusion; and altering the cycle and frequency of performance reporting to align with the thematic approach, therefore making the information more meaningful to effect change and deliver excellent scrutiny.</p>	<p>Part 2, Article 6, Page 46-48 of the Constitution.</p> <p>Part 2, Article 11, Page 78 of the Constitution.</p> <p>Part 4, Overview and Scrutiny Procedure Rules, page 168 of the Constitution.</p>

	The suggested amendments are attached at Appendix G shown in bold.	
Key Decision definition	<p>This has been revised to align with the statutory definition as set out in The Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2012 so that the making of savings as well as incurring expenditure of £500k are captured. This has been the long-standing practice of the Council, and this revision merely codifies this practice.</p> <p>The suggested amendments are attached at Appendix H shown in bold.</p>	Part 2, Article 10.3, page 73 of the Constitution.
The Common Seal of the Council	<p>This has been revised to enable an electronic version of the Council's seal as approved by the Chief Legal Officer, to be affixed to documents required to be sealed by the Council. This is to ensure that the sealing process keeps pace with the introduction of electronic signature software adopted by industry.</p> <p>The suggested amendments are attached at Appendix I shown in bold.</p>	Part 1, Article 11, page 76 of the Constitution.

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