

CONSTITUTION

Appendix 2

Amendment Control Sheet 1

Amendment Date	Documents Affected	Page	Para	Nature of Amendment
June 2008	Licensing Procedure Rules	561	Rule 6	New provision relating to Quorum of sub-committee And new addendum relating to Site Visits.
July 2008	Terms of Reference – Standards Committee – Assessment Sub Committee Standards Committee Review Sub Committee	92.1 & 92.2	All	Add the terms of reference for the two new sub-committees. Have been created to carry out functions relating to new complaints process, as detailed in the Standards Committee (England) Regulations 2008.
	Standards Committee Procedure Rules	513 – 558.10	All	Changes to complaints process arising from Local Government and Public Involvement in Health Act 2007 and Standards Committee (England) Regulations 2008.
July 2008	Article 9	28	9.3.6/7	New provisions relating to Sub-Committees
	Section 2B: Council Committee Terms of Reference	81	-	New reference to Assessment and Review Sub-Committees
July 2008	Area Functions Schedule	142 – 164.2	All	Revised Area Functions Schedule.

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Amendment Control Sheet 2

Amendment Date	Documents Affected	Page	Para	Nature of Amendment
10 th September 2008	Members' Allowances Scheme	729 - 739	Schedule 1	Deletion of reference to Overview and Scrutiny Committee and amendments to the level of some allowances.

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Amendment Control Sheet 3

Amendment Date	Documents Affected	Page	Para	Nature of Amendment
November 2008	Contents Page	N/A	-	Amended as Part 3 Section 6 has been removed.
	Part 3 Section 6 - Memorandum of Understanding Between Executive Board and Overview & Scrutiny	215 - 220	-	This document is duplicated in Part 4 (page 298), therefore it has been removed from Part 3.
	Article 9 – Governance Committees	28 - 30	9.1	Replacing references to the Constitutional Proposals Committee with General Purposes Committee following full Council's resolution of 19 th November 2008 to abolish the Constitutional Proposals Committee and appoint the General Purposes Committee.
	Article 15 – Review and Revision of the Constitution	48 - 49	15.2	
	Part 3 Section 2B – title page and contents	81 - 82	-	
	Corporate Governance and Audit Committee Terms of Reference	93	1	
	Constitutional Proposals Committee Terms of Reference	94	All	
	Council Procedure Rules	227 - 246	2.2, 26.1	
	Code of Corporate Governance	717 - 726	-	
	Officer Delegation Scheme (Council (non-executive) functions) for Assistant Chief Executive (Corporate Governance)	110 - 112	-	Functions added relating to changes in executive arrangements.
Scrutiny Board Procedure Rules	257 - 270	4.2, 22.7, 22.10	Amendments to procedure rules relating to the Call In process.	
December 2008	Members' Allowances Scheme	734 - 735	Schedule 1	Amendments to the level of allowances following confirmation of the 2.45% pay increase.
	Code of Practice for the Determination of Planning Matters	679 - 692	18.2	Requirement to monitor the number of permitted departures from the Unitary Development Plan removed.

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Amendment Control Sheet 4

Amendment Date	Documents Affected	Page	Para	Nature of Amendment
December 2008	Standards Committee Media Protocol	673 - 675	-	Has been revised due to the introduction of the local assessment process.
January 2009	Article 12	35-42	-	Removal of concurrent executive delegation to Chief Officer (Children and Families).
	Scrutiny Board (Children's Services) Terms of Reference	85	Footnote 1	
	Section 3B(a): Executive Member Portfolios	134-135	-	
	Officer Delegation Scheme (Executive Functions) – Chief Officer (Children and Families)	175	All	
	Management Structure	743	-	
	Scrutiny Board Procedure Rules	257 - 270	15.2, 16.7, 22.7, 22.10	Amendments to ensure all Scrutiny Board recommendations are submitted to Executive Board and to require original signatures on the Call In request form.
	Area Committees Terms of Reference	95	1	Amendment for clarification to allow appointments of people other than elected members.
	Member Management Committee Terms of Reference	97	1	
Appointments to Outside Bodies Procedure Rules	345 - 348	1.1		
February 2009	Officer Delegation Scheme (Executive Functions) - Foreword	165-169	17	Amendments to broaden the scope of Directors' decision making powers for staffing matters to include delegated decisions on staffing structures.

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Amendment Control Sheet 5

Amendment Date	Documents Affected	Page	Para	Nature of Amendment
February 2009	Standards Committee Terms of Reference	91	5	Amendment to clarify that the Standards Committee can make representations (on its own behalf) to external agencies about matters relating to conduct.
	Corporate Governance & Audit Committee Terms of Reference	93	6	Additional function to allow the Committee to make representations (on behalf of the Council) to external agencies about matters relating to conduct.
	Officer Delegation Scheme (Council (non-executive) functions) – Assistant Chief Executive (Corporate Governance)	110-112		Amendments to allow the Assistant Chief Executive (Corporate Governance) to appoint Members to vacancies on Committees, Boards and Panels during the period between the local elections and the Annual Council meeting, and to include functions delegated by full Council in relation to Community Governance Reviews.
March 2009	Members' Code of Conduct – title page	567		Correction to the Body/Person with authority to change the document from Standards Committee to Full Council.
March 2009	Scrutiny Board Procedure Rules (Guidance Notes)	279	5.3	Consequential amendments further to full Council's decision of 28 th January 2009 to amend the Scrutiny Board Procedure Rules and the addition of Guidance Note 9.

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Amendment Control Sheet 6

Amendment Date	Documents Affected	Page	Para	Nature of Amendment
March 2009	Guidance Notes on Delegated Decision Making	213-214		Amended to include the revised version of the Delegated Decision Notification
April 2009	Financial Procedure Rules	459-461		Amendments to virement limits.