

GENERAL PURPOSES COMMITTEE – 29 SEPTEMBER 2008  
CHANGES TO THE CONSTITUTION

Function	Proposed amendment	Reason for amendment
Article 4 – The full Council – Page 16	Remove the following documents from the list of Policy Framework Documents: <ul style="list-style-type: none"> <li>▪ Procurement Strategy</li> <li>▪ ICT and e Government Strategy</li> </ul>	To reduce the list of Policy Framework Documents requiring full Council approval
Article 4 – The full Council – Page 16	Delete: “The plans and strategies which comprise the Housing Investment Programme, including the Housing Strategy”,  and replace with: “Housing Strategy”	Update
Functions of the Licensing Committee – Page 98a	Include the following delegations:  (55a) Approval of the Health and Safety Service Plan  (55b) Approval of the Food Service Plan	These delegations have been relocated from environmental functions delegated to Cabinet Members and officers – should not be Cabinet functions  (also see Pages 143 and 143a)
Responsibility for Cabinet Functions – Page 132	Delete: “The plans and strategies which comprise the Housing Investment Programme, including the Housing Strategy”,  and replace with: “Housing Strategy”	Update



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Responsibility for Cabinet Functions – Page 133	Remove the following documents from the list of Policy Framework Documents: <ul style="list-style-type: none"> <li>▪ Procurement Strategy</li> <li>▪ ICT and e Government Strategy</li> </ul>	To reduce the list of Policy Framework Documents requiring full Council approval
Environmental matters delegated to Cabinet Members and officers – Page 143 and 143a	Remove the following delegations:  “(A34) <u>The following function is delegated to the Portfolio Holder for Environmental Services:</u>  Approval of the Health and Safety Service Plan  “(A37) <u>The following function is delegated to the Portfolio Holder for Environmental Services, in consultation with the Head of Environmental Services:</u>  Approval of the Food Service Plan	These should not be Cabinet functions and therefore they have been relocated to functions of the Licensing Committee  (also see Page 98a)
Planning matters delegated to Cabinet Members and officers – Page 166	Remove the following delegation:  “ <u>The following function is delegated to the Head of Planning Services in consultation with the Head of Legal and Democratic Services:</u>  The creation and subsequent review and development of the Local Development Scheme.”	To reflect the requirements of The Town and Country Planning (Local Development) (England) (amendment) Regulations 2008. This document requires a resolution by the Cabinet.

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<p>Planning matters delegated to Cabinet Members and officers – Page 166</p>	<p>Add the following delegation:</p> <p><u>“The following function is delegated to the Director of Environment and Housing in consultation with the Portfolio Holder for Planning and Economic Development:</u></p> <p>The approval of documents for pre-submission consultation under Regulation 25 of the Town and Country Planning (Local Development) (England) Regulations 2004.”</p>	<p>To reflect the requirements of the Town and Country Planning (Local Development) (England) Regulations 2004.</p>
<p>General matters delegated to Cabinet Members and officers – Page 180b</p>	<p>Add the following delegation:</p> <p><u>“The following function is delegated to the Chair of the Cabinet:</u></p> <p>To receive the report on the Treasury Management Mid Year Review and to approve the annual Treasury Management Outturn report (<i>NB. Approval of the annual Treasury Management Strategy report is a full Council function.</i>)”</p>	<p>New delegation</p>
<p>General matters delegated to Cabinet Members and officers – Page 180b</p>	<p>Add the following delegation:</p> <p><u>“The following function is delegated to the Head of Finance:</u></p> <p>To determine discretionary hardship relief applications under Section 49 of the Local Government and Finance Act 1988.”</p>	<p>New delegation</p>

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General matters delegated to Cabinet Members and officers – Page 180b	<p>Add the following delegation:</p> <p><u>“The following function is delegated to the Portfolio Holder for Continuous Improvement and Development:</u></p> <p>Approval of the Procurement Strategy.”</p>	New delegation
Council Procedure Rules – Page 202	<p>Amend the first sentence of paragraph 8 to read as follows:</p> <p>“The quorum of a meeting will be one quarter of the whole number of members (rounded up where necessary to the next number) provided that in no case shall the quorum of a committee be less than three members or of a sub-committee <b>or Scrutiny Panel</b> less than two members.”</p>	<p>Clarification.</p> <p><b>Amended wording in bold</b></p>
Council Procedure Rules – Page 221	<p>Amend paragraph 4 of the Appendix to the Council Procedure Rules, Public Involvement in the Planning Process and at Development Control Committee, to read as follows:</p> <p>“Public speaking rights will only apply in respect of any application made under the planning acts which fall to be determined by the Development Control Committee and will not apply to any applications to be determined by officers under the scheme of delegation. <b>Public speaking rights will also apply where written representations have been made in respect of tree preservation orders and which are before the Committee for confirmation. Public speaking rights will not</b> apply at accompanied site visits. The Development Control Committee deals with items other than planning applications, such as enforcement cases which may involve confidential information. The right to speak will not apply to these cases.”</p>	<p>For reasons of clarification.</p> <p><b>Amended wording in bold</b></p>

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Policy Framework Procedure Rules – Page 245	Remove the following documents from the list of Policy Framework Documents: <ul style="list-style-type: none"> <li>▪ Procurement Strategy</li> <li>▪ ICT and e Government Strategy</li> </ul>	To reduce the list of Policy Framework Documents requiring full Council approval
Policy Framework procedure Rules – Page 245	Delete: “The plans and strategies which comprise the Housing Investment Programme, including the Housing Strategy”,  and replace with: “Housing Strategy”	Update
Scrutiny Procedure Rules – Page 270	Amend paragraph 6 to read as follows:  “The Quorum for the Scrutiny Commission <b>and Scrutiny Panels</b> shall be as set out in the Council Procedure Rules in Part 4 of this Constitution”.	Clarification.  <b>Amended wording in bold</b>
The Procurement Code – Page 331	Amend the award procedure for goods and services contracts for an estimated total value of under £10,000 to read as follows:  “Before a purchase order is issued the relevant <b>officer</b> shall either obtain competitive quotations or shall be satisfied that the Council is obtaining value for money. Where available a corporate contract must be used.”	Clerical correction to ensure that the procedure for goods and services contracts is in line with that for works contracts.  <b>Amended wording in bold</b>