



Appendix A

Constitution - Summary of Proposals

Full Council May 2018



Proposals to Full Council - specific votes

| Current | Recommendation |
|---|--|
| Petitions : 3500 signatures = debate at Full Council, under 3500 able to be presented to Full Council (no debate) | Threshold is lifted from 3500 to 1% of population to trigger a Full Council debate. |
| Lord Mayor position is rotated through the groups (custom and practice) | NEW PROPOSAL FOR MAY 2018 – new Lord Mayor selection process |
| Motions – Golden motions are rotated through the political groups | NEW PROPOSAL FOR MAY 2018 – Golden motions are allocated based on political proportionality |
| Chairs are elected at each AGM of the relevant Committee with the exception of Scrutiny which is via Full Council (custom and practice) | NEW PROPOSAL FOR MAY 2018 – allocation of chairs to reflect political proportionality and the Chairs of Scrutiny not to be members of the same political groups as the Mayor. Formal appointment is still to be at the Committee AGM |

Proposals to Full Council - specific votes

| Current | Recommendation |
|---|--|
| HR Committee (proposal covers both HR and Selection Committee) | <p>Recommendations of HR Committee following review of their terms of reference</p> <ul style="list-style-type: none">• Name change to Employment & Remuneration Committee• Selection Committee to be incorporated into Employment & Remuneration Committee (e.g. members from this committee undertake selection activities) |
| Selection Committee (proposal covers both HR and Selection Committee) | Selection Committee to be incorporated into Employment & Remuneration Committee (e.g. members from this committee undertake selection activities) |

Proposals to Full Council - combined vote

| Current | Recommendation |
|--|--|
| Full council time limit - 3.5hrs plus 1 hour Member Forum | 2.5hrs (not including Member Forum) at discretion of Lord Mayor to extend |
| Full Council time of meeting is determined by the Proper Officer | Alternate start times between 2pm & 6pm |
| Member Forum – 1 hr of questions before Full Council, 2 questions per Cllr submitted by 12 noon day before the meeting (in priority order from groups), 2 supplementaries permitted at meeting | Timescales changed - questions to be submitted by 5pm five clear working days ahead of the Full Council meeting and answers to be circulated by noon on the day before the meeting . |
| Health & Safety Committee for employee safety– currently includes Members | Elevate status of committee to a democratic meeting and produce a new set of ToFR for the committee |

Proposals to Full Council - combined vote

| Current | Recommendation |
|---|--|
| No standards Committee, conduct issues reported to Monitoring Officer | UPDATED CHANGE FOR MAY 2018 - A sub-committee of Audit Committee be established entitled Value s and Ethics sub committee . To be chaired by an independent member and a representative of each party to sit on the sub-committee. |
| Papers for Full Council published five clear working days ahead of the meeting | NEW PROPOSAL FOR MAY 18 – Full Council papers published six clear working days ahead of the meeting. Motion deadlines amended accordingly. |
| Member Code of Conduct – no reference to non-pecuniary interests and no reference to certain behaviours | Updated to include non-pecuniary interests and referencing wider behaviours |

Proposals to Full Council – combined vote

| Current | Recommendation |
|--|---|
| Key Decisions - £500k and/or impact on two or more wards and/or decreed by Mayor & Cabinet | Existing criteria added to with the following: <ul style="list-style-type: none">• decisions between £100k- £500k signed off by officer and Cabinet Member• Any item deemed to have reputational, legal and/or financial risk• Matters relating to cessation/ significant change to service delivery or policy direction• Any matter deemed significant by CEO, Monitoring Officer, S151 Officer |
| Petitions - no cut off period | NEW PROPOSAL FOR MAY 2018 - To introduce as 12 month maximum period for petitions to be live |

Changes no longer progressing

| Current | Proposal |
|--|---|
| Full council content - functions are set out in the Constitution r.e .budget & policy framework – this and public forum dictate contents | Optional Executive Debate slot where Mayor & Cabinet present a green paper (early policy development) for 30 min debate to obtain view of full council as part of policy development process. |
| Mayor's Question time - OSMB – once a quarter questions submitted from Cllrs to Mayor (as per Member forum) | Once a quarter Mayor attends OSMB for one hour informal discussion session, topics submitted in advance by members |
| Budget Process – amendments proposed by each group | Alternative budget model introduced |
| Audit Committee - currently chaired by a Councillor | An independent Chair be appointed via a transparent recruitment process, |

Changes no longer progressing

| Current | Proposal |
|---|---|
| No standards Committee, conduct issues reported to Monitoring Officer | A Value and Ethics Committee established -lead on conduct, member development, reviewing register of interest/hospitality. Made of majority of independents. Intro mandatory training to include (but not limited to); H&S, Civil Protection, Equalities, Data Protection and Cyber Security, use of City Hall. |

Administration Changes & Key Points

| What | Summary |
|--|---|
| Member Allowances & SRAs | Independent Remuneration Panel terms of reference refreshed and new members appointed. Full review of all SRAs, allowances & Member Expenses. |
| Member/Officer Protocol | Refreshed |
| Procurement Regulations | Updated by Scrutiny Procurement T&F Group with increased ref to Social Value |
| Finance Regulations | Administration updates |
| Updated Audit terms of Reference | As approved by Audit Committee in January 2018 |
| Updated Scrutiny terms of Reference | In line with changes approved at March 2018 OSMB |
| Job Titles / Delegations / Proper Officers | Updated to reflect current officer structure |
| | |

Administration Changes & Key Points

| What | Summary |
|--|---|
| Annual General Council meeting procedures | Updated to reflect practice of 2017 and 2018 |
| Provision of paper copies of Public Forum as standard for each meeting | Updated to reflect custom and practice - PF emailed to all members of committee. Papers copies provided on request to attendees of the meeting (sought in advance or as requested at the meeting) |
| Full Council Budget Process | Comprehensive procedure note to be developed with Whips and PGL |
