

EAST HERTS COUNCIL

ANNUAL COUNCIL - 15 MAY 2013

REPORT BY THE MONITORING OFFICER

AMENDMENTS TO THE CONSTITUTION

WARD(S) AFFECTED: All

Purpose/Summary of Report

- The report sets out proposed amendments to the Constitution.

<u>RECOMMENDATION:</u>	
(A)	That the amendments to the Constitution be approved.

1.0 **Background**

1.1 The report considers amendments to the Council's Constitution. The Monitoring Officer monitors and reviews the Constitution on an annual basis. Recommended changes are included in the report.

2.0 **Report**

2.1 An annual review of the Constitution is carried out prior to a report being submitted to Annual Council on any proposed changes. A number of changes are proposed. The significant changes are highlighted in this report.

2.2 Some amendments reflect changes which have already taken place such as delegations for decisions on community assets. Changes in job titles and responsibilities require minor changes to be made. The significant changes are described in this report and they are shown in **Essential Reference Paper 'B'**.

3.0 **Community Assets and Community Right to Bid**

3.1 The decision making process for the determination of applications for community assets and community right to bid was agreed by the Executive on 4 December 2012. The procedure which was agreed will now be included in the constitution.

4.0 **Member/Officer Working Group**

4.1 A Member/Officer Working Group will be set up to review aspects of the constitution which are of interest to Members. The Group will report to Council on any proposed changes.

5.0 **Financial Regulations and Procurement Regulations**

5.1 An officer group will be reviewing the financial regulations and the procurement regulations. There will be a report to Council on the proposed changes later in the year.

5.2 Information on any corporate issues and consultation associated with this report can be found within **Essential Reference Paper 'A'**.

Background Papers

Constitution Guidance

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