

CONSTITUTION COMMITTEE

Date of Meeting	Wednesday, 1 st February 2017
Report Subject	Amendments to the Constitution
Cabinet Member	Cabinet Member for Corporate Management
Report Author	Democratic Services Manager
Type of Report	Operational

EXECUTIVE SUMMARY

The Council is going through a period of structural change with posts being deleted or changed. As a consequence post titles often change and there is a need to correct references within the constitution. Whilst there is a process for making minor amendments to the Constitution with the consent of group leaders it was not designed for this sort of administrative amendment.

RECOMMENDATIONS

1	Where any future changes are <u>solely to officer designations</u> arising out of restructuring, that the Chief Officer (Governance) and the Democratic Services Manager be authorised to have those changes made to the Constitution.
---	--

REPORT DETAILS

1.00	MAINTAINING THE CONSTITUTION
1.01	Members will be aware that our Constitution is, by its very nature, a large document. It is also a document which needs to be properly maintained to ensure that it is still both current and correct.
1.02	Given the extent of organisational changes which the Council has undergone within the last few years, and anticipating that further changes may be made in the future, it is useful to consider how we currently maintain the Constitution.
1.03	When there are changes to the Constitution, the established practice is that a report is made to this committee. Any changes are then dealt with through Group Leaders. If they are satisfied that proposed changes are acceptable, the former Democracy & Governance Manager was able to make the changes. On occasion, recommendations from the committee were made to Council before changes were incorporated.
1.04	To streamline future changes to the Constitution, in cases of restructuring, it is suggested that where the changes relate solely to changes in job title, rather than matters of procedural detail, that the Democratic Services Manager and the Chief Officer (Governance) be authorised to make such changes.
2.00	RESOURCE IMPLICATIONS
2.01	The recommendations within the report, if supported such provide for better use of resources through greater operational efficiency.
3.00	CONSULTATIONS REQUIRED/CARRIED OUT
3.01	Group leaders have been consulted on the contents of this report: any responses received will be reported to the committee.
4.00	RISK MANAGEMENT
4.01	The recommendations within the report, if supported such provide for better use of resources and reduced risk management through greater operational efficiency.
5.00	APPENDICES
5.01	None.

6.00	LIST OF ACCESSIBLE BACKGROUND DOCUMENTS
6.01	None. Contact Officer: Robert Robins, Democratic Services Manager Telephone: 01352 702320 E-mail: robert.robins@flintshire.gov.uk

7.00	GLOSSARY OF TERMS
	There are no technical terms used within this report.