

Further proposed changes to the Constitution

Constitution Reference (including page number re Web version)	Proposed amendments (shown in tracking to current wording)
Part 2, Article 4 – The Full Council (p.28)	<p>Para. 4.02 b)</p> <p>Plans and strategies which together comprise the Winchester City Council Local Plan. supplementary planning documents, final Master Plans and associated development guidance;</p> <p><i>Reason for change:</i> There was an error in the new Constitution whereby ALL categories of plans were referred to Full Council. This has never been at the case at the City Council and documents, such as Village Design Statements, have been adopted through Cabinet or a Cabinet Committee.</p>
Part 3.2 Responsibilities for Functions - The Cabinet etc (p.66)	<p>Para 2.4 General Powers Granted to Cabinet Members</p> <p>Delete (f) and renumber following paragraphs</p> <p>(f) On behalf of the Council to agree responses to consultation papers from government and/or regional and professional bodies and other agencies;</p> <p><i>Reason for change:</i> To better facilitate the ability to respond to Government and other consultations in a timely fashion. It is proposed that responsibility will be delegated to the Corporate Heads of Service, in consultation with the Cabinet Member.</p>
Part 3.4 Responsibilities for Functions – Scheme of Delegation to Officers (p.96)	<p>Para 8 Corporate Heads of Service</p> <p>Consequential amendment then to pg 68</p> <p>Add additional delegation (9) as set out below:</p> <p>(9) On behalf of the Council, following consultation with the Cabinet Member, to agree responses to consultation papers from government and/or regional and professional bodies and other agencies;</p> <p><i>Reason for change:</i> (as above)</p>

Part 4.1- Council Procedure Rules	<p>4. Meetings of Full Council</p> <p>(2) <u>Ordinary Meetings</u> <u>Order of Business</u></p> <p>ADD g) Questions of the Public Pursuant to Procedure Rule 15 (renumber consecutively existing following order of business)</p> <p>ADD new Council Procedure Rule 15 (renumber existing CPRs accordingly)</p> <p><u>QUESTIONS BY THE PUBLIC</u></p> <p>15.1 <u>General</u> Members of the public may ask questions of the Leader, Cabinet Members and Committee Chairs at Ordinary Meetings of the Council. The total time allocated for questions by the public shall normally be limited to 20 minutes.</p> <p>15.2 <u>Order of Questions</u>. Questions will be asked in the order in which notice of them was received, except that the Mayor may group together similar questions which shall be asked in the order they were received unless the Mayor considers business may be better transacted by varying such order, and shall as far as possible ensure that all those persons who have given notice of a question, receive an answer.</p> <p>15.3 <u>Notice of Questions</u> A question may only be asked if notice has been given by delivering it in writing to the Democratic Services Manager no later than noon on working day preceding the Council meeting (email to dblakemore@winchester.gov.uk). Each question must give the name, address, email address and telephone number of the questioner.</p> <p>15.4 <u>Scope of Questions</u>. Questions must relate to matters for which the Council has a responsibility or which affect the district. The Chief Executive may reject a question if it: i. is defamatory, frivolous, vexatious or offensive; or ii. is substantially the same as a question which has been put at a meeting of the Council in the past six months; or iii. requires the disclosure of confidential or exempt information.</p> <p>15.5 <u>Record of Questions</u> Copies of all questions will be circulated to all Councillors and will be made available to the public attending the meeting.</p> <p>15.6 <u>Asking the Question at the Meeting</u> The Mayor will invite the questioner to put the question to the Councillor named in the question. Each questioner has 2 minutes in which to ask his/her question. If a questioner who has submitted a written question (or his/her representative) is unable to be present, the Mayor may ask the question on his/her behalf, invite another Councillor to do so, indicate that a written reply will be given or decide, in the absence of the questioner, that the question will not be dealt with.</p>
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	<p>15.7 Supplementary Question A questioner who has put a question in person may also put one supplementary question without notice to the Councillor who has replied to his or her original question. A supplementary question must arise directly out of the original question or the reply. The Mayor may reject a supplementary question on any of the grounds set out in rule 15.4 above.</p> <p>15.8 Written Answers Every member of the public who asks a question is entitled to an answer. Any question which cannot be dealt with during public question time, either because of lack of time or because of the non-attendance of the Councillor, to whom it was to be put, will be dealt with by a written answer.</p> <p><i>Reason for change:</i> As requested by the Administration as part of a commitment to increase public participation at council meetings</p>
Part 2 Articles of the Constitution	<p>Article 9 – Audit and Governance Committee</p> <p>Amend <u>Human Resources Functions by deleting (a) in its entirety:</u></p> <p>a) All matters, where not delegated, in relation to the Councils role as an employer, including the recruitment of the Head of Paid Service and Strategic Directors.</p> <p>Add – under Part 3 Para 3</p> <p>vi) Appointments Panel</p> <p>The membership of the Appointments Panel will be comprised of Leader, deputy Leader, Leader of the opposition and deputy Leader of the opposition as well as a member of the Audit & Governance Committee.</p> <p><u>Part 4.8 – Officer Employment Procedure Rules</u></p> <p>Amend existing references at 3 and 4.1 to ‘Personnel Sub-Committee’ to read ‘Appointments Panel’</p> <p><i>Reason for change:</i> The appointment of the Head of Paid Service and Strategic Directors was previously a sub-committee of Full Council. This amendment therefore adds an Appointments Panel as a sub-committee of Full Council to undertake this function. References to a ‘Personnel Sub-Committee’ and changes therein provides consistency and clarity to terminology.</p> <p>This amendment was put to the Audit and Governance Committee meeting on Thursday 13th June under Chairperson’s announcements and was agreed in principle to be put forward to Full Council in this paper.</p>

