

REVIEW OF CONSTITUTION – PROPOSED AMENDMENTS

PART 3: 1. RESPONSIBILITY FOR FUNCTIONS

A COUNCIL

B POLICY COMMITTEES

Paper on suggested Changes to the ECDC Constitution in relation to Planning Policy related decisions (attached as Annexe A).

Authorise Monitoring Officer to amend wording of Terms of Reference of both Policy Committees to reflect any revision to Shareholder arrangements approved under Agenda Items 14 & 15 on this Council Agenda.

C REGULATORY COMMITTEES

(i) Licensing Committee

Revised Terms of Reference for Licensing Committee and Licensing Sub-Committees submitted to Licensing Committee approved on 11 September 2019 in report regarding Licensing Sub-Committees (***attached as Annexe C***).

PART 4: RULES OF PROCEDURE

1. COUNCIL PROCEDURE RULES (***Revised Council Procedure Rules attached as Annexe B with proposed amendments detailed below shown as 'track changes'***)

8. Questions from the Public (Public Question Time)

At present, there is no limit on the time for individual questions, meaning that one questioner could use the full 15 minutes of Public Question Time when there are a number of questions in the box. Therefore, proposed that a limit of one question/statement per person and 5 minutes for question/statement and response be set, unless Chairman determines otherwise.

10. Motions with Notice

Insert as 10.6 the requirement for amendments to Motions with Notice to be submitted in writing at least 24 hours before the meeting at which the Motion will be discussed. This will enable any amendments to Motions with Notice to be checked for validity prior to the meeting and so prevent the potential need for a meeting to be adjourned to do so.

18. Respect for Chair

Current wording could be misinterpreted to halt debate. Revise wording to state that 'Whenever Chairman requires it during a debate, any Member(s) then standing and/or speaking must resume his/her seat and cease speaking'.

19.3 Members' Conduct

Democratic Services Manager (DSM) to produce Procedure/Chair's script for impolite/unruly/disruptive behaviour by Members at a meeting to accord with this Council Procedure Rule (CPR).

20. Rescission of Preceding Resolution ('6 month rule')

To address ambiguity in current wording, period of notice for a rescission motion to be set as same as other Motions with Notice, i.e. 8 clear working days [to accord with CPR 10.1].

24.3 Co-option

Delete 24.3.8, as it is possible that co-opted members of F&A Hearings Sub-Committee may not be used during a 6 month period, if no Hearings held.

27. Application to Committees and Other Member Bodies

27.4 - Authorise Monitoring Officer to amend wording to reflect any revision to Shareholder arrangements approved under Agenda Items 14 & 15 on this Council Agenda.

8. ANTI-FRAUD & CORRUPTION STRATEGY

Revised version of Anti-Fraud and Corruption Strategy recommended for approval by Finance & Assets Committee under Agenda Item 10 on this Council Agenda.

PART 5: CODES AND PROTOCOLS

'The Role of Elected Members in relation to Licensing Committee Hearings' Pages 5 (34) – 5 (45): amend to make a single generic Hearings Procedure for all Licensing Sub-Committees Hearings (not just for Licensing Act 2003). **(Attached as Annexe D)**

KEY DOCUMENTS

Petitions Scheme

Have the ability in the Council's Petitions Scheme for the Council to accept electronic Petitions, either via an E-petitions facility on the Council's website and/or an external website used for an E-Petition if it requires signatories to enter their postcode and preferably house number and address (then would be able to verify that signatories resident within the District - which is a requirement for a valid petition). **(Existing Petitions Scheme with wording shown as 'track changes' to allow submission of E-Petitions attached as Annexe E)**