

COUNCIL CONSTITUTION

1. SUMMARY

- 1.1 This report advises the Council on the work undertaken by Customer Services in relation to the revision of the Council's Constitution to contain all revised Governance Documentation.

2. RECOMMENDATIONS

- 2.1 To approve the alterations to the Council's Constitution and Appendices and approve and adopt the Council Constitution as detailed herein.

3. DETAIL

- 3.1 The Council, at its meeting on 28 June 2012, authorised the Executive Director of Customer Services to make any changes required to the Constitution to reflect the decisions made at that meeting in respect of the Political Management Arrangements of the Council and to report to the Council with a revised Scheme of Administration and Delegations as necessary.

- 3.2 Revisions have been made to the Constitution, Standing Orders for Meetings, Scheme of Administration & Delegations and Financial & Security Regulations to reflect evolving governance issues, changes in the internal organisation of the Council. These documents have been incorporated into the proposed Council Constitution with the following comment;

(a) Argyll & Bute Council Constitution – Part A

The deletion of all references to the Executive and insert Council.

The deletion of all references to Policy and Performance Groups and insert Short Life Working Groups.

The addition of the new Performance Review and Scrutiny Committee to focus on performance monitoring and scrutiny.

The deletion of the references to Spokesperson and amend to Lead Councillors.

(b) Standing Orders For Meetings – Part B

Deletion of all references to the Executive, Policy and Performance Groups and Spokespersons as above.

Standing Order 13.1 amended to now read:

“If a Member wishes a motion to be considered at a meeting (other than one on a matter of urgency under Standing Order 14) it must be written down, signed by the Member and countersigned by another Member, and given or sent to the Executive Director - Customer Services to be received by her/him at least 10 clear days [clear days excludes the day of submission of the Motion and the day of the Meeting but includes Saturdays, Sundays or Public Holidays] before the next ordinary meeting of the Council. This is called giving notice of a motion.”

Standing Order 21.3 now makes reference to the Performance Review and Scrutiny Committee.

(c) Scheme of Administration and Delegations – Part C

There are alterations to the Scheme of Administration and Delegations made to reflect previous decisions of the Council, current best practice and alterations in the organisation of the Council. In particular;

- (a) The deletion of all references to the Executive, Policy and Performance Groups and Spokespersons as above.
- (b) At Section 2.5 delete reference to Policy and Performance Groups and insert the remit of the Short Life Working Groups as agreed at the Council Meeting on 28 June 2012.
- (c) At Section 2.6 insert the remit of the new Performance Review and Scrutiny Committee as agreed at the Council Meeting on 28 June 2012 and renumber 2.6 (Audit Committee) and 2.7 (Appeals Committees).

(d) Financial And Security Regulations – Part D

The deletion of all references to the Executive, Policy and Performance Groups and Spokespersons as above.

(e) Contract Standing Orders – Part E

The deletion of all references to the Executive and minor amendments.

(f) Ethical Framework – Part F

The insertion of the revised note on the individual Codes of Conduct that regulate the activities and behaviour of both Councillors and Officers and the full set of regulations and guidance around conduct and behaviour as agreed at the Council Meeting on 22 May 2012.

4. IMPLICATIONS

Policy	None
Financial	None
Legal	Approval of the documentation herein contained will form a Council Constitution which properly reflects the up to date organisation of the Council.
HR	None
Equalities	None
Risk	None
Customer Service	None

Executive Director of Customer Services

For further information contact Charles Reppke on 4192

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