



COUNCIL - 10TH JUNE 2014

SUBJECT: ANSWER TO QUESTION RECEIVED UNDER RULES OF PROCEDURE 10(2)

1. **Council Procedure Rules** - to the Leader and Cabinet Member for Corporate Service from Councillor Mrs A. Blackman

From the on line version of Caerphilly County Borough Council's Constitution significant changes have been made to its Constitution.

Part 1 - Summary and Explanation all 4 pages appear to have been amended January 2014.
Part 2 - Articles of the Constitution all 68 pages appear to have been amended on April 2014.
Part 3 - Responsibilities and Functions all 42 pages appear to have been amended on April 2014
Part 4 - Rules of Procedure all 133 pages appear to have been amended January 2014
Part 5 - Codes and Protocols all 125 pages appear to have been amended April 2014

What consultation has there been for these changes with elected members of the Council and Council's Committees?

When were these changes approved by Full Council?

Previously, amendments to the Constitution were approved at the Council's AGM.

However, you will see from the Agenda of the Council's AGM held 8th May 2014 that there is no item regarding any changes to the Council's Constitution listed.

RESPONSE FROM THE CABINET MEMBER FOR CORPORATE SERVICES - COUNCILLOR BARBARA JONES

The Council's Constitution is a living document and is continuously being updated and revised to reflect new legislation, improvement in procedures and changes to working practices.

In this regard Councillor Blackman will be aware that Members have received a number of Reports since January this year recommending further changes to the Constitution.

Please note that the Constitution is stored electronically in parts numbered 1-5. Hence if any change is made to a particular part of the Constitution all of the pages within that part are updated with the date of the latest version, although it may only be one or two pages that have been physically amended, or in some cases an additional Protocol inserted. A list of the most recent changes is set out below.

You will note that all of the changes have been the subject of Reports to Council/Cabinet.

AMENDMENTS TO CONSTITUTION – 28TH JANUARY – ONGOING

Approval	Amendment
Council – 28th January 2014	Various as per the track changed document that was attached to the Report to Council. The Local Resolution Protocol added to Part 5
Council 8 th October 2013, Standards Committee 26 th February 2013	Scrutiny Function of Ombudsman’s Reports Part 2 page 49.
Council – 11th March 2014	Extended Terms of Reference for Democratic Services Committee – Part 2, pages 44, 45, 46
Council – 11th March 2014	Family Absence for Members of Local Authorities. Part 2, pages 3, 9, 58, 60, 61. Part 5 – Family Absence for Members of Local Authorities Protocol added
Council – 11th March 2014	Part 3 General delegation of Powers paragraph (e) page 41 amended
Cabinet – 19th March 2014	Parts 2 and 3 Control of Horses (Wales) Act 2014 added to list of acts in Scheme of Delegation and Terms of Reference of Licensing Committee
Council – 22nd April 2014	Members Training. Part 2, pages 3, 49 (para 15 of terms of reference for Standards Committee); Part 5 – added Member Training and Development Protocol School Standards and Organisation Wales Act 2013. Part 3 page 28 Removal of WHQS sub committee Part 3 page 32