



## COUNCIL - 10TH OCTOBER 2017

**SUBJECT: AMENDMENT TO COUNCIL'S CONSTITUTION – CHANGES TO  
PROTOCOL FOR WEBCASTING OF COUNCIL MEETINGS**

**REPORT BY: INTERIM MONITORING OFFICER**

---

### **1. PURPOSE OF REPORT**

- 1.1 To seek Members approval of a minor change to the Council's Constitution in respect of the Protocol for Webcasting of Council Meetings set out in Part 5 – Codes and Protocols and for the Council's Interim Monitoring Officer to incorporate the changes, if approved.

### **2. LINKS TO STRATEGY**

- 2.1 The requirement is to establish and maintain the Council's Constitution is set out in the Local Government Act 2000 and contributes to the following Well-being Goals within the Well-being of Future Generations Act (Wales) 2015 as it sets out how the Council operates, how decisions are made and the procedures which are followed to ensure that these are efficient, transparent and accountable to local people. It sets the framework for the decision making roles and responsibilities which will impact on future generations.

- A prosperous Wales
- A resilient Wales
- A healthier Wales
- A more equal Wales
- A Wales of cohesive communities
- A Wales of vibrant culture and thriving Welsh language
- A globally responsible Wales.

### **3. SUMMARY**

- 3.1 This report outlines proposes a minor change to the Council's Constitution to the Protocol for Webcasting of Council Meetings and seeks authority for the Interim Monitoring Officer to amend the Constitution accordingly.

### **4. THE REPORT**

#### **Background**

- 4.1 The Council's Constitution sets out how the Council operates, how decisions are made and the procedures, which are followed to ensure that these are efficient, transparent and accountable to local people.

- 4.2 The Constitution is a 'living document' in that it continuously being updated and revised to reflect new legislation, improvement in procedures and changes to working practices.
- 4.3 The report seeks Members' approval to amend the Council's Constitution at Part 5 Codes and Protocols with particular reference to the Protocol for the Webcasting of Council Meetings.
- 4.4 Members will be aware that the Council Agenda now includes a statement confirming that the use of the Welsh language is welcome at the meeting subject to the requirement that a minimum notice period of 3 working days is required to do so. In addition a simultaneous translation will be provided if requested. As a result of these arrangements it is necessary to make a minor amendment to the Protocol for Webcasting of Council Meetings, which is contained in the Constitution; this currently states that at least a five day notice period is required.
- 4.5 In order to regularise the position it is proposed that the Webcasting Protocol is amended to refer to a 3 working day period which will provide consistency with the information provided in the Agenda.

## **5. WELL-BEING OF FUTURE GENERATIONS**

- 5.1 This report contributes to the Well-being Goals are set out in Links to Strategy above. It is consistent with the five ways of working as defined within the sustainable development principle in the Act in that the Constitution sets out a clear framework for how the Council operates in particular the decision making responsibilities, which will consider the positive and negative impacts on future generations, long term resilience, economic, environmental and social capital.

## **6. EQUALITIES IMPLICATION**

- 6.1 The Council's Constitution takes account of all equality related issues.

## **7. FINANCIAL IMPLICATIONS**

- 7.1 None arising from the Report.

## **8. PERSONNEL IMPLICATIONS**

- 8.1 None arising from the Report.

## **9. CONSULTATIONS**

- 9.1 The Report reflects the views of the Consultees.

## **10. RECOMMENDATIONS**

- 10.1 It is recommended that Council:-

10.1.1 Note the contents of the Report.

10.1.2 Approve the proposed changes to the Council's Constitution set out in paragraph 4.5.

10.1.3 That the interim Monitoring Officer be given delegated authority to make the necessary changes to the Council's Constitution.

## **11. REASONS FOR THE RECOMMENDATIONS**

11.1 To ensure that the Council's Constitution is updated to reflect current arrangements.

## **12. STATUTORY POWER**

12.1 Local Government Acts 1972 and 2000.

Author: Lisa Lane, Corporate Solicitor,  
Consultees: Chris Burns, Interim Chief Executive  
Nicole Scammell, Acting Director of Corporate Services & S151 Officer  
Dave Street, Corporate Director  
Christina Harray, Corporate Director  
Gail Williams, Interim Head of Legal Services/Monitoring Officer  
Councillor B. Jones, Deputy Leader & Cabinet Member Finance Performance & Governance  
Councillor C. Gordon, Cabinet Member of Corporate Services

Background Papers

Council's Constitution (not attached) (see Council's website) (Hard copy in Members Library)