

Mid Suffolk Constitution Change Tracker - SUMMARY AND EXPLANATION SECTION

Date Change Made	Version No	Page No	Paragraph/Heading Where Change is	Change Requested By	Reason for Change	Details of Change Made
01/03/18	V21		Access to Information Procedure Rules Section 4	Emily Yule (agreed by the Joint Audit and standards Committee on 13 November 2017)	Change needed to reflect move to Endeavour House	Office address changed from Needham to Endeavour House
01/03/18	V21		Part 3: Scrutiny Procedure Rules: Appendix 1 – Councillor Call For Action Request Form	Emily Yule (agreed by the Joint Audit and standards Committee on 13 November 2017)	Change needed to reflect move to Endeavour House	Office address changed from Needham to Endeavour House
25/05/18	V22		Part 2: Responsibility of Functions: Joint Audit and Standards Terms fo Reference	Emily Yule (agreed by Joint Audit and Standards Committee on 14th May 2018)	Separate Audit Committees for each Council have not been constituted. This wording was left in the Constitution in error after the last review.	The wording “Note: There are separate Terms of Reference for the Mid Suffolk and Babergh Audit Committees which set out their specific roles and functions.” be removed.
16/11/18	V23	9	Part 1 : The Articles - Interpretation and Review of Constitution - Section 1.5	Emily Yule	Suggestion from MSDC Constitution Working Group	Paragraph added (1.5) and following paragraph numbers updated
03/12/18	V23	14	Part 1: The Articles - Article 4, Section 4.1	Jan Robinson	Suggestion from BDC Constitution Working Group	(f) Appointment of the Chairman of the Council, (g) Receiving and resignation from the Chairman, (h) Removal of the Chairman added
20/08/18	V23	14	Part 1: The Articles - Article 4, Section 4.2	Jan Robinson	Suggestion from BDC Constitution Working Group	'Major' added to section heading
12/11/18	V23	14	Part 1: The Articles - Article 4, Section 4.2	Jan Robinson	Suggestion from BDC Constitution Working Group	'Major' added to section (a)
20/08/18	V23	14	Part 1: The Articles - Article 4, Section 4.2	Jan Robinson	Suggestion from BDC Constitution Working Group	(x) Finance Strategy, (xi) Human Resources Strategy, (xii) ICT Strategy, (xiii) Capital Strategy, (xiv) Community Strategy added
20/08/18	V23	15	Part 1: The Articles - Article 4, Section 4.2	Jan Robinson	Suggestion from BDC Constitution Working Group	Section (b) added 'Any plans or strategy that has to be submitted to the Secretary of State or a Minister of the Crown that is required to be approved by the Council'
16/11/18	V23	15	Part 1: The Articles - Article 4, Section 4.2	Emily Yule	Suggestion from MSDC Constitution Working Group	Section (c) added 'Those other plans and strategies which the Council has determined should be adopted by the Council as part of the policy framework'
20/08/18	V23	15	Part 1: The Articles - Article 4, Section 4.2	Jan Robinson	Suggestion from BDC Constitution Working Group	Section (d) added 'Plans and Strategies which are draft and adopted by Cabinet but which would normally be referred to Full Council for comment before adoption:- (i) Housing Strategy (ii) HRA Business Plan (iii)Equality and Diversity Policy (iv) Environment Strategy (v) Open for Business Strategy
03/12/18	V23	15	Part 1: The Articles - Article 4, Section 4.2, Section (d)	Jan Robinson	Suggestion from BDC Constitution Working Group	Changes to Section (d) - draft to drafted, 'normally' removed
16/11/18	V23	15	Part 1: The Articles - Article 4, Section 4.2, Section (d)	Emily Yule	Suggestion from MSDC Constitution Working Group	Changes to Section (d) - Housing Strategy, Environment Strategy and Open for Business Strategy removed, Human Resources Strategy and IT Strategy added
16/01/18	V23	15	Part 1: The Articles - Article 4, Section 4.2,	Emily Yule	Suggestion from MSDC Constitution Working Group	Wording Removed 'Those other plans and strategies which the Council has determined should be adopted by the Council as part of the policy framework'
03/12/18	V23	15	Part 1: The Articles - Article 4, Section 4.3	Jan Robinson	Suggestion from BDC Constitution Working Group	Section Added 'Removal of Chairman of Council', following section numbers updated
20/08/18	V23	15	Part 1: The Articles - Article 6, Section 6.2.4	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording added 'or Joint Audit and Standards Committee'
12/11/18	V23	15	Part 1: The Articles - Article 6, Section 6.3.2	Jan Robinson	Suggestion from BDC Constitution Working Group	'for whatever reason' added, ' or, if the vacancy occurs as a result of the removal of the Leader by resolution of the Council, at the meeting at which that resolution was passed or a subsequent meeting' removed
20/08/18	V23	15	Part 1: The Articles - Article 6, Section 6.5.2	Jan Robinson	Suggestion from BDC Constitution Working Group	'for whatever reason' added, ' or, if the vacancy occurs as a result of the removal of the Leader by resolution of the Council, at the meeting at which that resolution was passed or a subsequent meeting' removed

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03/12/18	V23	15	Part 1: The Articles - Article 6, Section 6.5.2	Jan Robinson	Suggestion from BDC Constitution Working Group	'or' changed to 'of'
16/11/18	V23	15	Part 1: The Articles - Article 7, Section 7.1.2	Jan Robinson	Suggestion from BDC Constitution Working Group	'review and scrutinise decisions made or actions taken on connection with the discharge of any Councils functions', 'make reports and/or recommendations to the Council and/or Cabinet in connection with the discharge of any of the Councils functions', 'exercise the right to call-in for reconsideration decisions made but not yet implemented by Cabinet' added and following section letters updated
12/11/18	V23	15	Part 1: The Articles - Article 7, Section 7.2	Jan Robinson	Suggestion from BDC Constitution Working Group	Section number amended from 7.7.2 to 7.2.2
20/08/18	V23	15	Part 1: The Articles - Article 12, Section 12.3.1/12.3.2	Jan Robinson	Suggestion from BDC Constitution Working Group	Capital letters amended to non capital letters on several words
20/08/18	V23	15	Part 1: The Articles - Article 12, Section 12.6, Section C (ii)	Jan Robinson	Suggestion from BDC Constitution Working Group	Monitoring Officer or' added
20/08/18	V23	15	Part 1: The Articles - Article 12, Section 12.8	Jan Robinson	Suggestion from BDC Constitution Working Group	Capital letters amended to non capital letters on several words
20/08/18	V23	15	Part 1: The Articles - Article 12, Section 12.11	Jan Robinson	Suggestion from BDC Constitution Working Group	'Executive' changed to 'Cabinet'
20/08/18	V23	33	Part 1: The Articles - Article 15, Section 15.2	Jan Robinson	Suggestion from BDC Constitution Working Group	'chairman of council' amended to 'Chairman of the Council'
16/11/18	V23	33	Part 1: The Articles - Article 15, Section 15.3, Section (c)	Emily Yule	Suggestion from MSDC Constitution Working Group	Section added 'The Monitoring Officer will ensure that the Constitution is published on the Council's website' and following section letters updated
12/11/18	V23	35	Part 2: Responsibility of Functions, Section 1.3 (a)	Jan Robinson	Suggestion from BDC Constitution Working Group	Executive amended to Cabinet
12/11/18	V23	35	Part 2: Responsibility of Functions, Section 1.3 (b)	Jan Robinson	Suggestion from BDC Constitution Working Group	Executive amended to Cabinet
12/11/18	V23	35	Part 2: Responsibility of Functions, Section 1.3 (c)	Jan Robinson	Suggestion from BDC Constitution Working Group	Executive amended to Cabinet
16/11/18	V23	35	Part 2: Responsibility of Functions, Section 1.4	Emily Yule	Suggestion from MSDC Constitution Working Group	Wording removed from end of the paragraph - 'or by the Full Council'
16/11/18	V23	35	Part 2: Responsibility of Functions, Section 1.5	Emily Yule	Suggestion from MSDC Constitution Working Group	Functions of the Council, not being those which have to be discharged by the full Council' amended to 'Functions of the Council, not being those which must be discharged by the full Council'
16/11/18	V23	35	Part 2: Responsibility of Functions, Section 1.7	Emily Yule	Suggestion from MSDC Constitution Working Group	Section 1.7 removed 'Those that are either Executive or Non Executive are powers that cannot be categorised as either 'Executive' or 'non Executive' without knowing the nature of the action to which the power relates in any particular case and so have to be described in this way. Such powers are incidental to the discharge of a function or are purely administrative delegations.' and following section numbers updated
16/11/18	V23	37	Part 2: Responsibility of Functions, Section 2.2	Emily Yule	Suggestion from MSDC Constitution Working Group	'Adoption' changed to 'amendment'
20/08/18	V23	37	Part 2: Responsibility of Functions, Section 2.2	Jan Robinson	Suggestion from BDC Constitution Working Group	'policy framework' amended to 'Councils major policy framework'
16/11/18	V23	37	Part 2: Responsibility of Functions, Section 2.2	Emily Yule	Suggestion from MSDC Constitution Working Group	'the budget' amended to 'and budget'
16/11/18	V23	37	Part 2: Responsibility of Functions, Section 2.2	Emily Yule	Suggestion from MSDC Constitution Working Group	'and budget and any application to the Secretary of State in respect of any Housing Land Transfer.' amended to 'and budget and the approval of any application to the Secretary of State in respect of any Housing Land Transfer'
04/10/18	V23	42	Part 2: Responsibility of Functions, Responsibility of Cabinet, Section (xvii)	Jan Robinson	Suggestion from BDC Constitution Working Group	'(including the Transformation Enquiry Groups) removed
12/11/18	V23	43	Part 2: Responsibility of Functions, Development Control (A and B) Committees, Frequency of Meetings	Jan Robinson	Suggestion from BDC Constitution Working Group	Changed from 'Every Two Weeks' to 'Every Two Weeks or as appropriate. Site Visits - when required.'
16/11/18	V23	52	Part 2: Responsibility of Functions, Joint Audit and Standards Committee, General Role	Emily Yule	Suggestion from MSDC Constitution Working Group	'This Committee will only seek to address matters which are being progressed across both Councils' removed
12/11/18	V23	52	Part 2: Responsibility of Functions, Joint Audit and Standards Committee, Members	Jan Robinson	Suggestion from BDC Constitution Working Group	Following wording added ' Members - No Leader or members of Cabinet to be on the Committee'

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16/01/18	V23	52	Part 2: Responsibility of Functions, Joint Audit and Standards Committee, Substitutes	Emily Yule	Suggestion from MSDC Constitution Working Group	'Chairman of the Council' amended to 'Members of the Cabinet'
16/01/18	V23	54	Part 2: Responsibility of Functions, Mid Suffolk Overview and Scrutiny Committee, Substitutes	Emily Yule	Suggestion from MSDC Constitution Working Group	Wording changed from 'Any Member from the same political group and Council except Members of the Cabinet' to 'Any Member from the same political group and Members of the Cabinet may not substitute'
16/01/18	V23	54	Part 2: Responsibility of Functions, Mid Suffolk Overview and Scrutiny Committee, Role and Function (a) (iv) Officers	Emily Yule	Suggestion from MSDC Constitution Working Group	Wording changed from 'Exercise overall responsibility for the work programme of the Officers employed to support its work' to 'Exercise overall responsibility for the work programme of the Officers employed to support the Committee's work.'
03/12/18	V23	55	Part 2: Responsibility of Functions, Mid Suffolk Overview and Scrutiny Committee	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording amended from 'Conduct its proceedings in accordance with the Overview and Scrutiny Procedure Rules set out in Part 3 of the Constitution' to 'Conduct its proceedings in accordance with the Overview and Scrutiny Procedure Rules set out in Part 3 in the Constitution'
16/01/18	V23	55	Part 2: Responsibility of Functions, Mid Suffolk Overview and Scrutiny Committee	Emily Yule	Suggestion from MSDC Constitution Working Group	Wording added 'NOTE: Members of this Committee must not participate in the scrutiny of any previous decision that they may have had involvement in as a former Member of the Cabinet'
16/01/18	V23	56/57	Part 2: Responsibility of Functions, Babergh and Mid Suffolk Joint Overview and Scrutiny Committee	Emily Yule	Suggestion from MSDC Constitution Working Group	Section Added
20/08/18	V23	58	Part 2: Responsibility of Functions, Joint Appointments Committee, General Role	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording amended from 'Adopting and exercising such of the Council's functions as can be delegated by the Council in respect of the appointment' to 'Adopting and exercising such of the Council's functions as can be delegated by full Council in respect of the appointment'
16/01/18	V23	60	Part 2: Responsibility of Functions, Licensing and Regulatory Committee, Frequency of Meetings	Emily Yule	Suggestion from MSDC Constitution Working Group	Wording changed from 'As and when required (Licensing / Regulatory Sub-Committee).' to 'As and when required (Licensing and Regulatory Sub-Committee).'
16/01/18	V23	60	Part 2: Responsibility of Functions, Licensing and Regulatory Committee, Substitutes	Emily Yule	Suggestion from MSDC Constitution Working Group	Wording changed from 'No substitutes for Licencing/Regulatory Sub-Committee' to 'No substitutes are permitted for Licensing and Regulatory Sub-Committee'
04/10/18	V23	63	Part 2: Responsibility of Functions, Gambling Act Functions	Jan Robinson	Suggestion from BDC Constitution Working Group	Section Removed
20/08/18	V23	67-70	Part 2: Responsibility of Functions, Babergh and Mid Suffolk Joint Housing Board (Panel)	Jan Robinson	Suggestion from BDC Constitution Working Group	Section Removed
16/11/18	V23	71	Part 2: Responsibility of Functions, Delegations to Officers, Section 1.3	Emily Yule	Suggestion from MSDC Constitution Working Group	Wording removed from second paragraph 'Deputy Chief Executive or if the Deputy Chief Executive is unavailable'
16/11/18	V23	72	Part 2: Responsibility of Functions, Delegations to Officers, General Delegations, Section 3.3	Emily Yule	Suggestion from MSDC Constitution Working Group	Wording amended from 'Each Principal Officer is authorised to act on behalf of the Council in relation to any matters (including spending decisions) within the service areas for which he/she is responsible. (see Schedule below as may be amended from time to time).' to 'Each Principal Officers is authorised to act on behalf of the Council in relation to any mattes (including spending decisions) within the service areas for which he/she is responsible, subject to any limitations imposed by any provision in law or within this Constitution. The Head of Paid Service will publish a structure chart detailing the broad areas of responsibility for each of the Principal Officers (insert link).'
16/11/18	V23	72-73	Part 2: Responsibility of Functions, Delegations to Officers, Conflicts of Interest	Emily Yule	Suggestion from MSDC Constitution Working Group	Section added and following section numbers updated
16/11/18	V23	73	Part 2: Responsibility of Functions, Delegations to Officers, Responses to Consultation, Section 5.2	Emily Yule	Suggestion from MSDC Constitution Working Group	Wording amended from ' If any consultations are deemed by the Assistant Director - Law and Governance to be of sufficient significance they will be referred to the relevant committee' to 'If any consultations are deemed by the Assistant Director - Law and Governance to be of sufficient significance they will be referred to the Council, Cabinet or relevant Committee'

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16/11/18	V23	73	Part 2: Responsibility of Functions, Delegations to Officers, Responses to Consultation, Section 5.3	Emily Yule	Suggestion from MSDC Constitution Working Group	Wording amended from 'Matters that are likely to be of sufficient significance are consultation documents on national, regional or local issues which have been or likely to be high profile, complicated and controversial' to 'Matters that are likely to be of sufficient significance are consultation documents on national, regional or local issues which have been or are likely to be high profile, complicated and controversial'
16/11/18	V23	73	Part 2: Responsibility of Functions, Delegations to Officers, Responses to Consultation, Section 5.4	Emily Yule	Suggestion from MSDC Constitution Working Group	Wording amended from 'Should the deadline for the response not enable the matter to be considered by the Committee then the Assistant Director - Law and Governance in consultation with the relevant Assistant Director and Committee Chairman be authorised to submit a response, a copy of which will be submitted to the next meeting of that Committee for information' to 'Should the deadline for the response not enable the matter to be considered by the relevant meeting then the Assistant Director - Law and Governance in consultation with the appropriate Assistant Director and meeting Chairman is authorised to submit a response, a copy of which will be submitted to the next meeting of that decision-maker for information'
16/11/18	V23	73-74	Part 2: Responsibility of Functions, Delegations to Officers, Schedule of Specific Delegations to Officer	Emily Yule	Suggestion from MSDC Constitution Working Group	Heading amended from 'Schedule of Specific Delegations to Officers' to 'Responsibilities of Statutory Officers'
16/11/18	V23	73	Part 2: Responsibility of Functions, Delegations to Officers, Schedule of Specific Delegations to Officer, Section 6.1	Emily Yule	Suggestion from MSDC Constitution Working Group	Wording removed 'The scheme of delegations to Officers is set to below:'
16/11/18	V23	74	Part 2: Responsibility of Functions, Delegations to Officers, Schedule of Specific Delegations to Officer, Section 6.2	Emily Yule	Suggestion from MSDC Constitution Working Group	Wording amended from 'Any officer referred to by his/her title/post throughout this Constitution will automatically succeed his/her successor in title/post.' to 'The functions and responsibilities of the Statutory Officers are given below. The Section 151 Officer and the Monitoring Officer may appoint a deputy (or deputies) as they deem appropriate.'
16/11/18	V23	74	Part 2: Responsibility of Functions, Delegations to Officers, Schedule of Specific Delegations to Officer, Table	Emily Yule	Suggestion from MSDC Constitution Working Group	Wording 'Head of Paid Service' moved from Under Function and areas of responsibility to under Post
16/11/18	V23	75	Part 2: Responsibility of Functions, Delegations to Officers, Schedule of Specific Delegations to Officer, Table	Emily Yule	Suggestion from MSDC Constitution Working Group	'Assistant Director - Support Living' and all function and areas of responsibility removed
16/11/18	V23	75	Part 2: Responsibility of Functions, Delegations to Officers, Schedule of Specific Delegations to Officer, Table	Emily Yule	Suggestion from MSDC Constitution Working Group	'Assistant Director Communities' and all functions and areas of responsibility removed
16/11/18	V23	75	Part 2: Responsibility of Functions, Delegations to Officers, Schedule of Specific Delegations to Officer, Table	Emily Yule	Suggestion from MSDC Constitution Working Group	'Assistant Director Planning for Growth' and all functions and areas of responsibility removed
16/11/18	V23	76	Part 2: Responsibility of Functions, Delegations to Officers, Schedule of Specific Delegations to Officer, Table	Emily Yule	Suggestion from MSDC Constitution Working Group	'Assistant Director Environment & Projects' and all functions and areas of responsibility removed
16/11/18	V23	76	Part 2: Responsibility of Functions, Delegations to Officers, Schedule of Specific Delegations to Officer, Table	Emily Yule	Suggestion from MSDC Constitution Working Group	'Assistant Director Law and Governance' and all functions and areas of responsibility removed
16/11/18	V23	76	Part 2: Responsibility of Functions, Delegations to Officers, Schedule of Specific Delegations to Officer, Table	Emily Yule	Suggestion from MSDC Constitution Working Group	'Assistant Director Corporate Resources' and all functions and areas of responsibility removed
16/11/18	V23	76	Part 2: Responsibility of Functions, Delegations to Officers, Schedule of Specific Delegations to Officer, Table	Emily Yule	Suggestion from MSDC Constitution Working Group	'Assistant Director Investment & Commercial Resources' and all functions and areas of responsibility removed
20/08/18	V23	67-70	Part 2: Responsibility of Functions, Babergh and Mid Suffolk Joint Housing Board (Panel)	Jan Robinson	Suggestion from BDC Constitution Working Group	Section added 'Where an officer takes a key decision they must comply with part 3, paragraph 16 of the constitution and allow five clear working days before the decision can be implemented in case of call-in'
12/11/18	V23	81	Part 2: The Responsibility of Functions, Specific Delegations, Chief Executive, Section 3	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording amended from 'To employ outside consultants and firms in cases where he/she is satisfied that it is necessary to do so in order to carry out work which cannot be dealt with by in-house staff.' to 'To employ outside consultants and off payroll staff and firms in cases where he/she is satisfied that it is necessary to do so in order to carry out work which cannot be dealt with by in-house staff within budget.'

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16/11/18	V23	85	Part 2: The Responsibility of Functions, Representation of the People Act 1983, Row 1, Column 2	Emily Yule	Suggestion from MSDC Constitution Working Group	Wording amended from 'The Electoral Registration Officer for any constituency Chief Executive or part of a constituency coterminous with the District' to 'The Electoral Registration Officer for any constituency or part of a constituency coterminous with the District'
16/11/18	V23	85	Part 2: The Responsibility of Functions, Representation of the People Act 1983, Row 1, Column 3	Emily Yule	Suggestion from MSDC Constitution Working Group	Wording amended from 'Chief Executive or part of a constituency coterminous with the District' to 'Chief Executive'
16/11/18	V23	85	Part 2: The Responsibility of Functions, Representation of the People Act 1983, Row 2, Column 2	Emily Yule	Suggestion from MSDC Constitution Working Group	Wording amended from 'The Returning Officer for the elections of Councillors Chief Executive of the District and of Councillors of Parishes within the District' to 'The Returning Officer for the election of Councillors of the District and of Councillors of Parishes within the District'
16/11/18	V23	85	Part 2: The Responsibility of Functions, Representation of the People Act 1983, Row 2, Column 2	Emily Yule	Suggestion from MSDC Constitution Working Group	Wording amended from 'Chief Executive of the District and of Councillors of Parishes within the District' to 'Chief Executive'
16/11/18	V23	85	Part 2: The Responsibility of Functions, Housing Act 1985, Column 3	Emily Yule	Suggestion from MSDC Constitution Working Group	'Assistant Director Supported Living' amended to 'Assistant Director Housing'
16/11/18	V23	87	Part 2: The Responsibility of Functions, Anti Social Behaviour, Crime and Policing Act 2014	Emily Yule	Suggestion from MSDC Constitution Working Group	Table inserted
16/11/18	V23	87	Part 2: The Responsibility of Functions, Anti Social Behaviour, Crime and Policing Act 2014	Emily Yule	Suggestion from MSDC Constitution Working Group	'Assistant Director Supported Living' amended to 'Assistant Director Housing' throughout table
16/11/18	V23	87	Part 2: The Responsibility of Functions, Data Protection Act 2018	Emily Yule	Suggestion from MSDC Constitution Working Group	Section Added
16/11/18	V23	88	Part 2: The Responsibility of Functions, Deputy Proper Officer Provisions, Paragraph 1	Emily Yule	Suggestion from MSDC Constitution Working Group	Wording amended from 'In respect of the purposes for which the Head of Paid Service is the Proper Officer of the Council, The Deputy Chief Executive and/or the Strategic Director will act as the Proper Officer and as Deputy Returning Officer for all purposes for Elections and as Deputy Electoral Returning Officer' to 'In respect of the purposes for which the Head of Paid Service is the Proper Officer of the Council, the Strategic Director be authorised to act as the Proper Officer and as Deputy Returning Officer for all purposes for Elections and as Deputy Electoral Registration Officer when the Chief Executive is unable to act.'
16/11/18	V23	88	Part 2: The Responsibility of Functions, Deputy Proper Officer Provisions, Paragraph 3	Emily Yule	Suggestion from MSDC Constitution Working Group	Wording amended from 'For any Assistant Director, a Strategic Director, the Deputy Chief Executive or Head of Paid Service.' to 'For any Assistant Director, a Strategic Director or Head of Paid Service.'
16/11/18	V23	88	Part 2: The Responsibility of Functions, Deputy Proper Officer Provisions, Paragraph 4	Emily Yule	Suggestion from MSDC Constitution Working Group	Wording amended from 'For a Strategic Director, another Strategic Director, the Deputy Chief Executive or Head of Paid Service.' to 'For a Strategic Director, another Strategic Director or the Head of Paid Service.'
12/11/18	V23	92	Part 3: Glossary for Council, Committee and Sub Committee Meetings, Paragraph 2	Jan Robinson	Suggestion from BDC Constitution Working Group	'Page 95' removed from end of paragraph
12/11/18	V23	92	Part 3: Glossary for Council, Committee and Sub Committee Meetings, Paragraph 3	Jan Robinson	Suggestion from BDC Constitution Working Group	'Page 93' removed from end of paragraph
20/08/18	V23	96	Part 3: Council Procedure Rules, Section 2 Arrangements for Council Meetings, Section 2.3	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording amended from 'Members of the Public may record proceedings and report all public meetings although oral commentary during meetings is not permitted as this would be disruptive to the good order of the meeting.' to 'Members of the Public may record proceedings and report all public meetings, Oral commentary during meetings is not permitted as this would be disruptive to the good order of the meeting.'
16/11/18	V23	97	Part 3: Council Procedure Rules, Section 2 Arrangements for Council Meetings, Section 2.7	Emily Yule	Suggestion from MSDC Constitution Working Group	Wording amended from 'Those recording meetings are strongly urged to respect the wish of any member of the public not to be recorded.' to 'Those recording meetings must respect the wish of any member of the public not to be recorded.'

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16/11/18	V23	97	Part 3: Council Procedure Rules, Section 3 Summons and Agenda, Section 3.1	Emily Yule	Suggestion from MSDC Constitution Working Group	Wording amended from 'The time and place of meetings will be determined by the Chief Executive and notified in the summons which, at least five clear working days before a meeting will be signed by the Chief Executive and sent to every Member of the Council by electronic mail or left at his/her usual place of residence and to the public in accordance with the Access to Information Rules.' to 'The time and place of meetings will be determined by the Chief Executive and notified in the summons which, at least five clear working days before a meeting will be signed by the Chief Executive and sent to every Member of the Council by electronic mail or sent to his/her usual place of residence and made available to the public in accordance with the Access to Information Rules.'
12/11/18	V23	99	Part 3: Council Procedure Rules, Section 4.3	Jan Robinson	Suggestion from BDC Constitution Working Group	Section Added 'Removal of Chairman of Council', following section numbers updated
20/08/18	V23	100	Part 3: Council Procedure Rules, Section 5.1 (p)	Jan Robinson	Suggestion from BDC Constitution Working Group	'Consider any changes to Councillor placings on committees' added
20/08/18	V23	101	Part 3: Council Procedure Rules, Section 9	Jan Robinson	Suggestion from BDC Constitution Working Group	Duration of Meeting and the Guillotine Section added and following section numbers updated
12/11/18	V23	102	Part 3: Council Procedure Rules, Section 12.3 Notice of Questions	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording amended from 'A question may be asked only if notice had been given by delivering it in writing or by electronic mail to the Chief Executive no later than midday three clear working days before the day of the meeting.' to 'A question may be asked only if notice had been given by delivering it in writing or by electronic mail to the Monitoring Officer no later than midday three clear working days before the day of the meeting.'
12/11/18	V23	102	Part 3: Council Procedure Rules, Section 12.5 Scope of Questions	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording amended from 'The Chief Executive may reject a question if it' to 'The Monitoring Officer may reject a question if it'
20/08/18	V23	103	Part 3: Council Procedure Rules, Section 12.6	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording Added 'If the Monitoring Officer redirects the question to someone else then he or she will inform the questioner if there is opportunity to do so.'
20/08/18	V23	103	Part 3: Council Procedure Rules, Section 12.11	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording Added 'The total period allowed for questions and answers from members of the public is 30 minutes and no questions may be asked after this period has elapsed unless the Council resolves to grant an extension'
20/08/18	V23	104	Part 3: Council Procedure Rules, Section 13.2 Questions on Notice	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording amended from 'A Councillor may ask a question on any matter in relation to which the Council has powers or duties or which affects the District of' to 'A Councillor may ask up to two questions on any matter in relation to which the Council has powers or duties or which affects the District of'
12/11/18	V23	104	Part 3: Council Procedure Rules, Section 13.3 Notice of Questions, Section (a)	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording amended from 'he/she has given by noon at least three clear working days' notice in writing or by electronic mail of the question to the Chief Executive' to 'he/she has given by noon at least three working days' notice in writing or by electronic mail of the question to the Monitoring Officer.'
12/11/18	V23	104	Part 3: Council Procedure Rules, Section 13.3 Notice of Questions, Section (b)	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording amended from 'if the question relates to an urgent matter, then with the consent of the Council Chairman provided that the question is given to the Chief Executive by 4 p.m. on the working day prior to the meeting it can be put to Council.' to 'if the question relates to an urgent matter, then with the consent of the Council Chairman provided that the question is given to the Monitoring Officer by 4 p.m. on the working day prior to the meeting it can be put to Council.'
23/08/18	V23	104	Part 3: Council Procedure Rules, Section 13.4 Scope of Questions	Jan Robinson	Suggestion from BDC Constitution Working Group	Section added
12/11/18	V23	104	Part 3: Council Procedure Rules, Section 13.4 Scope of Questions	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording amended from 'The Chief Executive may reject a question if it' to 'The Monitoring Officer may reject a question if it'
23/08/18	V23	105	Part 3: Council Procedure Rules, Section 13.5	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording added :- 'If the Monitoring Officer redirects the question to someone else then he or she will inform the questioner if there is opportunity to do so.'
23/08/18	V23	105	Part 3: Council Procedure Rules, Section 13.6 Asking a Question at the Meeting	Jan Robinson	Suggestion from BDC Constitution Working Group	Section added
23/08/18	V23	105	Part 3: Council Procedure Rules, Section 13.7 Reference of Question to a Committee	Jan Robinson	Suggestion from BDC Constitution Working Group	Section added

Date Change Made	Version No	Page No	Paragraph/Heading Where Change is	Change Requested By	Reason for Change	Details of Change Made
23/08/18	V23	105	Part 3: Council Procedure Rules, Section 13.8	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording added :- 'The total period allowed for questions and answers from members of the public is 30 minutes and no questions may be asked after this period has elapsed unless the Council resolves to grant an extension.'
12/11/18	V23	105	Part 3: Council Procedure Rules, Section 13.8	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording amended from 'The total period allowed for questions and answers from members of the public is 30 minutes and no questions may be asked after this period has elapsed unless the Council resolves to grant an extension.' to 'The total period allowed for questions and answers from members of the Council is 30 minutes and no questions may be asked after this period has elapsed unless the Council resolves to grant an extension.'
12/11/18	V23	106	Part 3: Council Procedure Rules, Section 14.1 Notice	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording amended from 'Except for motions which can be moved without notice under Rule 14, written notice of every motion, signed by at least two Councillors, must be delivered to the Chief Executive no later than five clear working days (that is not counting either the day of the meeting or the day of receipt) before the date of the meeting.' to 'Except for motions which can be moved without notice under Rule 14, written notice of every motion, signed by at least two Councillors, must be delivered to the Monitoring Officer no later than five clear working days (that is not counting either the day of the meeting or the day of receipt) before the date of the meeting.'
12/11/18	V23	106	Part 3: Council Procedure Rules, Section 14.4 Circumstances when a Motion on Notice will not be accepted	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording amended from 'The Chief Executive may reject a motion if she/he considers that it:-' to 'The Monitoring Officer may reject any motion if she/he considers that it:-'
12/11/18	V23	106	Part 3: Council Procedure Rules, Section 14.4 Circumstances when a Motion on Notice will not be accepted, Section (b)	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording amended from 'is defamatory, frivolous, or offensive;' to 'is defamatory, frivolous, offensive or vexatious;'
23/08/18	V23	107	Part 3: Council Procedure Rules, Section 14.4 Circumstances when a Motion on Notice will not be accepted, Section (d)	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording added:- 'a motion to resend or amend and resolution which has been passed by the Council within the preceding six months'
12/11/18	V23	107	Part 3: Council Procedure Rules, Section 14.4 Circumstances when a Motion on Notice will not be accepted, Section (d)	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording amended from 'a motion to resend or amend and resolution which has been passed by the Council within the preceding six months' to 'a motion to rescind or amend a resolution which has been passed by the Council within the preceding six months'
23/08/18	V23	107	Part 3: Council Procedure Rules, Section 14.4 Circumstances when a Motion on Notice will not be accepted, Section (e)	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording added :- 'motions to the same effect as any motion which has been rescinded or countermanded within the preceding six months or a motion which the Council has no power to pass or which contravenes any provision in standing orders.'
12/11/18	V23	107	Part 3: Council Procedure Rules, Section 14.6	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording added :- Unless in the opinion of the Chairmn the motion merits a debate at full council in which circumstances the comment from the debate will be reported to the Committee that the motion has been referred to for them to take into account when considering the motion.
12/11/18	V23	107	Part 3: Council Procedure Rules, Section 14.7	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording added:- If the subject matter of any motion in respect of which notice has been duly given is related to an executive function then it shall, upon being duly moved to Cabinet and seconded, stand referred without discussion or debate unless in the opinion of the Chairman the motion merits a debate at full Council in which circumstances the comments from the debate will be reported to the Cabinet for them to take into account when considering the motion.
12/11/18	V23	107	Part 3: Council Procedure Rules, Section 14.8	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording added:- If the motion stands referred to a Committee for discussion and debate or is recommended to Cabinet for decision and the member who moved the original motion is not an ordinary member of the Committee or of Cabinet then s/he shall be invited to attend and address the relevant Committee or Cabinet meeting. A member who is not an ordinary member of a committee or Cabinet shall not have a vote at the Committee meeting.
23/08/18	V23	108	Part 3: Council Procedure Rules, Section 14.10	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording amended from 'A Councillor may alter a motion of which he/she has given notice with the consent of the meeting. The meeting's consent will be signified without discussion.' to 'A Councillor may alter a motion of which he/she has given notice with the consent of both the meeting and the seconder. The meeting's consent will be signified without discussion.'

Date Change Made	Version No	Page No	Paragraph/Heading Where Change is	Change Requested By	Reason for Change	Details of Change Made
23/08/18	V23	108	Part 3: Council Procedure Rules, Section 15.1 Proposition/proposals and motions without notice, Section (m)	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording added:- 'to extend the meeting or time for speeches' and following section letters amended
23/08/18	V23	109	Part 3: Council Procedure Rules, Section 16.1 Amendments to propositions/proposals and motions on notice	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording added:- No amendment to the Motion to adopt the draft budget recommended to the Council may be moved unless notice giving details of the amendment has been given to the Monitoring Officer no later than 12 noon three working days before the meeting
23/08/18	V23	109	Part 3: Council Procedure Rules, Section 16.1 Amendments to propositions/proposals and motions on notice	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording removed:- 'The mover of the amendment has no right of reply to the debate on his or her amendment' and following section letters amended
12/11/18	V23	113	Part 3: Council Procedure Rules, Section 19.8 Ballots	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording added:- 'In the case of the appointment of councillors only, the vote will take place by ballot if five councillors present at the meeting demand it. The Chairman will announce the numerical result of the ballot immediately the result is known.
23/08/18	V23	119	Part 3: Committee and Sub Committee Procedure Rules, Section 8 Questions by Councillors, Section 8.1	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording amended from 'Subject to Rule 8.2 a Member of a Committee or Sub-Committee may ask the Chairman a question on any matter in relation to which the Council has powers or duties or which affect the District and which falls within the terms of reference of that Committee or Sub-Committee.' to 'Subject to Rule 8.2 a Member who is not a member of that Committee or Sub-Committee may ask the Chairman a question on any matter in relation to which the Council has powers or duties affect the District and which falls within the terms of reference of that Committee or Sub-Committee.'
23/08/18	V23	123	Part 3: Committee and Sub Committee Procedure Rules, Section 11.13 Amendments to Recommendations and Motions, Section (d)	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording removed:- 'The mover of the amendment has no right of reply to the debate on his or her amendment' and following section letters amended' and following section letters amended
16/11/18	V23	128	Part 3: Committee and Sub Committee Procedure Rules, Section 20.1 Substitutes for Council Committes Shall be as follows, Development Control Substitutes	Emily Yule	Suggestion from MSDC Constitution Working Group	wording amended from ' Any member of the Council providing the substitute has undertaken the requisite planning training' to 'Any Member from the same political group providing the substitute has undertaken the requisite planning training.'
23/08/18	V23	128	Part 3: Committee and Sub Committee Procedure Rules, Section 20.1 Substitutes for Council Committes Shall be as follows, Regulatory	Jan Robinson	Suggestion from BDC Constitution Working Group	Committee name changed from Regulatory to Licensing and Regulatory
23/08/18	V23	128	Part 3: Committee and Sub Committee Procedure Rules, Section 20.1 Substitutes for Council Committes Shall be as follows, Regulatory Substitutes	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording amended from 'Any Member of the Council, providing the substitutute has undertaken any requisite training' to None
23/08/18	V23	128	Part 3: Committee and Sub Committee Procedure Rules, Section 20.1 Substitutes for Council Committes Shall be as follows, Licensing Act 2003	Jan Robinson	Suggestion from BDC Constitution Working Group	committee name changed from Licensing Act 2003 to Licensing Regulatory Sub Committee
23/08/18	V23	128	Part 3: Committee and Sub Committee Procedure Rules, Section 20.1 Substitutes for Council Committes Shall be as follows, Licensing Regulatory Sub Committee Substitutes	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording amended from 'Any Member of the Council, providing the substitutute has undertaken any requisite training' to None
23/08/18	V23	128	Part 3: Committee and Sub Committee Procedure Rules, Section 20.1 Substitutes for Council Committes Shall be as follows, Joint Audit and Standards Substitutes	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording amended from 'Any Member from the same political group and Council except members of the Executive Committee' to 'Any member from the same political group and Council except members of the Cabinet'
23/08/18	V23	128	Part 3: Committee and Sub Committee Procedure Rules, Section 20.1 Substitutes for Council Committes Shall be as follows, Scrutiny	Jan Robinson	Suggestion from BDC Constitution Working Group	Committee name changed from Scrutiny to Overview and Scrutiny

Date Change Made	Version No	Page No	Paragraph/Heading Where Change is	Change Requested By	Reason for Change	Details of Change Made
23/08/18	V23	128	Part 3: Committee and Sub Committee Procedure Rules, Section 20.1 Substitutes for Council Committes Shall be as follows, Scrutiny Substitutes	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording amended from 'Any Member from the same political group and Council except members of the Executive Committee' to 'Any member from the same political group and Council except members of the Cabinet'
23/08/18	V23	129	Part 3: Committee and Sub Committee Procedure Rules, Section 20.6	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording amended from 'Members of the Cabinet cannot be substitute Members for Scrutiny Committee' to 'Members of the Cabinet cannot be substitute Members for Overview and Scrutiny Committee and Joint Audit and Standards Committee.'
23/08/18	V23	131	Part 3: Cabinet Procedure Rules, Section 2.2.2	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording amended from 'Any member of the Council who is not a member of the Cabinet may attend a meeting of the Cabinet. He or she can speak only:' to 'Any member of the Council who is not a member of the Cabinet may attend a meeting of the Cabinet. He or she:'
23/08/18	V23	131	Part 3: Cabinet Procedure Rules, Section 2.2.2 (a)	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording amended from 'to ask a question in accordance with rule 2.4.1 below ' to 'may (subject to the law of bias and the code of conduct) submit a list of questions to be asked at the Cabinet meeting. Questions must relate to an item on the agenda for that meeting. Questions submitted under this paragraph must be received by the Monitoring Officer no later than 10.00 am the day before the Cabinet meeting'
23/08/18	V23	143	Part 3: Access to Information Procedure Rules, Section 23.3.3	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording added 'Where an officer has taken a key decision this decision should be published on the forthcoming decisions list for 28 days before the decision is taken. Once the decision has been taken officers should allow 5 clear working days before implementing the decision for the call in period to elapse.'
12/02/19	V23	147	Part 3: Scrutiny Procedure Rules, Section 1.1 (c)	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording Added ' (c) Joint Overview and Scrutiny Committee This Committee provides a focus for scrutinising matters which affects both Councils.'
23/08/18	V23	148	Part 3: Scrutiny Procedure Rules, Section 2.2 (i) (a)	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording amended from 'confirm or accept the decision of the Cabinet which may then be implemented forthwith, or' to 'confirm or accept the decision of the Cabinet which may then be implemented immediately, or'
23/08/18	V23	148	Part 3: Scrutiny Procedure Rules, Section 2.2 (ii)	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording amended from 'In the event that the matter is referred back to Cabinet in accordance with (i) (b) above, and the Cabinet does not accept the recommendations of the Scrutiny Committee, then in these circumstances the original decision of Strategy Committee, together with the report and recommendation of Scrutiny Committee shall be referred to Council for consideration and Cabinet cannot implement its original decision until Council has determined the matter' to 'In the event that the matter is referred back to Cabinet in accordance with (i) (b) above, and the Cabinet does not accept the recommendations of the Scrutiny Committee, then in these circumstances the original decision of Strategy Committee, together with the report and recommendation of Scrutiny Committee shall be referred to Council for consideration and Cabinet cannot implement its original decision until Council has debated the matter'
23/08/18	V23	148	Part 3: Scrutiny Procedure Rules, Section 2.2 (ii)	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording amended from 'In the event that the matter is referred back to Cabinet in accordance with (i) (b) above, and the Cabinet does not accept the recommendations of the Scrutiny Committee, then in these circumstances the original decision of Strategy Committee, together with the report and recommendation of Scrutiny Committee shall be referred to Council for consideration and Cabinet cannot implement its original decision until Council has debated the matter' to 'In the event that the matter is referred back to Cabinet in accordance with (i) (b) above, and the Cabinet does not accept the recommendations of the Scrutiny Committee, then in these circumstances the original decision of the Cabinet, together with the report and recommendation of Scrutiny Committee shall be referred to Council for consideration and Cabinet cannot implement its original decision until Council has debated the matter'
23/08/18	V23	149	Part 3: Scrutiny Procedure Rules, Section 3.1	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording added :- 'As soon as it is reasonably practicable after the start of each municipal year the Committee shall prepare a work programme showing the matters they propose to scrutinise during that year.'

Date Change Made	Version No	Page No	Paragraph/Heading Where Change is	Change Requested By	Reason for Change	Details of Change Made
23/08/18	V23	149	Part 3: Scrutiny Procedure Rules, Section 3.2	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording amended from 'To prepare an Annual Work Programme and to submit to the Council an Annual report on the Committee's work which shall include suggestions for the future Work Programmes and amended working methods as appropriate.' to 'A copy of the approved work programme shall be sent to full council for information the Overview and Scrutiny Committee need not keep to the approved work programme.'
23/08/18	V23	150	Part 3: Scrutiny Procedure Rules, Section 8 Reports from Scrutiny Committees, Section (a)	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording amended from 'Once it has formed recommendations, the Overview & Scrutiny Committee will prepare a formal report and submit it to the Strategic Director for consideration by the Cabinet (if the recommendations are consistent with the existing budgetary and policy framework) or to the Council as appropriate (if the recommendation would require a departure from or a change to the agreed budget and policy framework).' to 'Once it has formed recommendations, the Overview & Scrutiny Committee will prepare a formal report and submit it to the appropriate Strategic Director for consideration by the Cabinet (if the recommendations are consistent with the existing budgetary and policy framework) or to the Council as appropriate (if the recommendation would require a departure from or a change to the agreed budget and policy framework).'
23/08/18	V23	151	Part 3: Scrutiny Procedure Rules, Section 10 Members and Officers Giving Account, Section (b)	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording amended from 'Where any Member or officer is required to attend an Overview & Scrutiny Committee under this provision, the Chairman of that Committee will inform the Strategic Director. The Strategic Director shall inform the Member or Officer in writing giving at least five working days' notice of the meeting at which he/she is required to attend. The notice will state the nature of the item on which he/she is required to attend to give account and whether any papers are required to be produced for the Committee. Where the account to be given to the Committee will require the production of a report, then the Member or officer concerned will be given sufficient notice to allow for preparation of that documentation.' to 'Where any Member or officer is required to attend an Overview & Scrutiny Committee under this provision, the Chairman of that Committee will inform the appropriate Strategic Director. The Strategic Director shall inform the Member or Officer in writing giving at least five working days' notice of the meeting at which he/she is required to attend. The notice will state the nature of the item on which he/she is required to attend to give account and whether any papers are required to be produced for the Committee. Where the account to be given to the Committee will require the production of a report, then the Member or officer concerned will be given sufficient notice to allow for preparation of that documentation.'
23/08/18	V23	151	Part 3: Scrutiny Procedure Rules, Section 12 Call In, Section 12.2	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording Added :- Any key decision or any decision taken by Cabinet is subject to the call-in procedure set out below
23/08/18	V23	151	Part 3: Scrutiny Procedure Rules, Section 12 Call In, Section 12.3	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording Added:- A key decision made an office with delegated authority is subject to the call -in procedure set out below.
23/08/18	V23	151	Part 3: Scrutiny Procedure Rules, Section 12 Call In, Section 12.4	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording Added:- Every decision which is subject to call-in cannot be implemented until 5pm on the fifth working day after the call-in period starts.
23/08/18	V23	151	Part 3: Scrutiny Procedure Rules, Section 12 Call In, Section 12.5	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording Added:- The call-in period starts in the day on which the decision is takne.
23/08/18	V23	151	Part 3: Scrutiny Procedure Rules, Section 12 Call In, Section 12.6	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording Added:- Where a decision is subject to call-in and is not taken at a formal meeting the decision must be published as soon as possible on the Councils Website.
23/08/18	V23	151	Part 3: Scrutiny Procedure Rules, Section 12 Call In, Section 12.7	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording Added: Every substabtive decision taken with respect to Cabinet functions is subject to call-in apart from a decision falling within one or more of the following categories:- (a) A decision which is not a ket decision and which had been taken by an officer under delegated power. (b) A decision which the decision maker has certified as urgent (giving the reason for urgency). (c) A decision by Council. (d) A decision to make a proposal recommendation or request to Council or a Committee or Working Group or a Panel of the Council. (e) Any decision if at the time when the decision has been taken 20 call-in notices have already been served during that Council year. (f) A decision taken at staged (i) to (j) of the call-in process.
23/08/18	V23	152	Part 3: Scrutiny Procedure Rules, Section 12 Call In, Section 12.8	Jan Robinson	Suggestion from BDC Constitution Working Group	Heading added :- Call in Process
23/08/18	V23	152	Part 3: Scrutiny Procedure Rules, Section 12 Call In, Section 12.8	Jan Robinson	Suggestion from BDC Constitution Working Group	Heading added :- Stage 1

Date Change Made	Version No	Page No	Paragraph/Heading Where Change is	Change Requested By	Reason for Change	Details of Change Made
23/08/18	V23	152	Part 3: Scrutiny Procedure Rules, Section 12 Call In, Section 12.8	Jan Robinson	Suggestion from BDC Constitution Working Group	Heading added :- Stage 2
23/08/18	V23	152	Part 3: Scrutiny Procedure Rules, Section 12 Call In, Section 12.8, Section (d)	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording Added:- When the Monitoring Officer receives a valid call-in notice with respect to a decision. That decision may not be implemented until thath decision has completed the call-in process.
23/08/18	V23	152	Part 3: Scrutiny Procedure Rules, Section 12 Call In, Section 12.8, Section (g)	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording Added:- The Chairman may request that particular Councillors or officers attend the call-in
23/08/18	V23	153	Part 3: Scrutiny Procedure Rules, Section 12 Call In, Section 12.8,	Jan Robinson	Suggestion from BDC Constitution Working Group	Heading Added:- Stage 3
						Wording Added:- After considering the decision the Scrutiny Committee will then decide to take the following courses of action:- (i) refer it back to the Cabinet for reconsideration, together with the observations of the Overview and Scrutiny Committee. Cabinet will then take a final decision and that decision cannot be called in. (ii) refer it to Council for a final determination or for referral back to Cabinet as provided in (l) below, or defer the matter to a future meeting for suther information. in each case setting out in writing the nature of its concerns (j) If referred to Cabinet the Cabinet shall then reconsider as soon as practicable. If Cabinet does not accept the recommendations of the Scrutiny Committee the issue shall be referred to Council for consideration. If Cabinet accepts the recommendations of the Scrutiny Committee, it may adopt the amended decision.
23/08/18	V23	153	Part 3: Scrutiny Procedure Rules, Section 12 Call In, Section 12.8, Section (i)	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording amended from 'refer it to Council for a final determination or for referral back to Cabinet as provided in (l) below, or defer the matter to a future meeting for suther information.' to 'Seek the advice of the Monitoring Officer as to whether the decision is contrary to or not wholly in accordance with the policy framework or the budgetm and if applicable refer the matter to full Council for a final decision.'
23/08/18	V23	153	Part 3: Scrutiny Procedure Rules, Section 12 Call In, Section 12.8, Section (i) (ii)	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording amended from 'If refered to Cabinet, that Committee shall then reconsider as soon as practicable.' to 'If referred to Cabinet, the Cabinet shall then reconsider as soon as practicable.'
23/08/18	V23	153	Part 3: Scrutiny Procedure Rules, Section 12 Call In, Section 12.8, Section (j)	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording Added :-The Overview and Scrutiny Committee may refer any called in decision to the Monitoring Officer/Section 151 Officer if it considers it to be contrary to the policy framework or budget. The officers will the submit a report on the matter to the nect meeting of Cabinet. A copy of the report will be sent to all members of the Council. No action may be taken in respect of the decision or its implentation pending that meeting.
03/12/08	V23	153	Part 3: Scrutiny Procedure Rules, Section 12 Call In, Section 12.8, Section (k)	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording Added:- If in that report the Monitoring Officer and or the Chief Finance Officer is of the view that the decision referred to him/her by the Overview and Scrutiny Committee is not a departure from the policy framework or budget the decision can be implemented immediately. A report to this effect will be submitted to the Overview and Scrutiny Committee for information. However if a referred matter is deemed to be a departure from the policy framework or the budget by the Monitoring Officer/Section 151 Officer the Cabinet has two options. (i)Eirstly it may choose to adjust its decision to bring it within the policy framework or budget, in which case it can then be implemented. In these circumstances the Cabinet would submit a report to the next meeting of the Overview and Scrutiny Committee explaining its actions. (ii)Secondly if the Cabinet does not wish to adjust its original decision, it must prepare a report for the full council. This report must include the views of the Overview and Scrutiny Committee. No action may be taken in respect of the decision of its implementation until the Council has met to consider the matter.
03/12/08	V23	153	Part 3: Scrutiny Procedure Rules, Section 12 Call In, Section 12.8, Section (l)	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording Removed:- Any Member named on the call-in request may attend and speak at the meeting of the Overview & Scrutiny Committee at which the call-in is considered
30/08/18	V23	153	Part 3: Scrutiny Procedure Rules, Section 12 Call In, Section 12.8,	Jan Robinson	Suggestion from BDC Constitution Working Group	

Date Change Made	Version No	Page No	Paragraph/Heading Where Change is	Change Requested By	Reason for Change	Details of Change Made
30/08/18	V23	153	Part 3: Scrutiny Procedure Rules, Section 12 Call In, Section 12.8,	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording Removed:- If having considered the decision the Overview and Scrutiny Committee is still concerned about it, then it may either: (i) refer it back to the Cabinet for reconsideration (ii) refer it to Council for a final determination, or for referral back to the Cabinet as provided in (k) below, or (iii) defer the matter to a future meeting for further information. In each case setting out in writing the nature of its concerns
30/08/18	V23	153	Part 3: Scrutiny Procedure Rules, Section 12 Call In, Section 12.8,	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording amended from 'If referred to the Cabinet that Committee shall then reconsider as soon as practicable. If the Cabinet does not accept the recommendations of the Overview & Scrutiny Committee the issue shall be referred to Council for consideration. If the Cabinet accepts the recommendations of the Overview & Scrutiny Committee, it may adopt the amended decision' to 'If referred to the Cabinet, the Cabinet shall then reconsider as soon as practicable. If the Cabinet does not accept the recommendations of the Overview & Scrutiny Committee the issue shall be referred to Council for consideration. If the Cabinet accepts the recommendations of the Overview & Scrutiny Committee, it may adopt the amended decision'
03/12/18	V23	153	Part 3: Scrutiny Procedure Rules, Section 12 Call In, Section 12.8, (k)	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording added 'The Overview and Scrutiny Committee may refer any called in decision to the Monitoring Officer/Section 151 Officer if it considers it to be contrary to the policy framework or budget. The officers will then submit a report on the matter to the next meeting of Cabinet. A copy of the report will be sent to all members of the Council. No action may be taken in respect of the decision or its implementation pending that meeting.'
03/12/18	V23	153	Part 3: Scrutiny Procedure Rules, Section 12 Call In, Section 12.8, (l)	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording added 'If in that report the Monitoring Officer and or the Chief Finance Officers is of the view that the decision referred to him/her by the Overview and Scrutiny Committee is not a departure from the policy framework or budget the decision can be implemented immediately. A report to this effect will be submitted to the Overview and Scrutiny Committee for information. However if a referred matter is deemed to be a departure from the policy framework or the budget by the Monitoring Officer/Section 151 Officer the Cabinet has two options.'
03/12/18	V23	154	Part 3: Scrutiny Procedure Rules, Section 12 Call In, Section 12.8, (l) (i)	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording added 'Firstly it may choose to adjust its decision to bring it within the policy framework or budget, in which case it can then be implemented. In these circumstances the Cabinet would submit a report to the next meeting of the Overview and Scrutiny Committee explaining its actions.'
03/12/18	V23	154	Part 3: Scrutiny Procedure Rules, Section 12 Call In, Section 12.8, (l) (ii)	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording added 'Secondly if the Cabinet does not wish to adjust its original decision, it must prepare a report for the full council. This report must include the views of the Overview and Scrutiny Committee. No action may be taken in respect of the decision of its implementation until the Council has met to consider the matter.'
03/12/18	V23	154	Part 3: Scrutiny Procedure Rules, Section 12 Call In, Section 12.8, (n)	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording amended from 'If the matter was referred to full Council under (h) (ii) above or in circumstances where the Cabinet did not accept the recommendations of the Scrutiny Committee (as set out in (i) above) and Council does not object to the original decision, then no further action is necessary and the decision will be effective in accordance with the provision below. However, if Council does object, Council will either make a final determination on the matter or refer any decision to which it objects back to the Cabinet, together with the Council's views on the decision. The Cabinet shall then make its decision in accordance with the views expressed by Council at a meeting convened to reconsider the matter as soon as practicable following Council's referral.' to 'If the matter was referred to full Council under (h) (ii) above or in circumstances where the Cabinet did not accept the recommendations of the Scrutiny Committee (as set out in (i) above) and Council does not object to the original decision, then no further action is necessary and the decision will be effective in accordance with the provision below. However, if Council does object, Council will refer any decision to which it objects back to the Cabinet, together with the Council's views on the decision. The Cabinet shall then make its decision in accordance with the views expressed by Council at a meeting convened to reconsider the matter as soon as practicable following Council's referral.'

Date Change Made	Version No	Page No	Paragraph/Heading Where Change is	Change Requested By	Reason for Change	Details of Change Made
30/08/18	V23	155	Part 3: Scrutiny Procedure Rules, Section 13 Procedure on Call Ins, Section 13.7	Jan Robinson	Suggestion from BDC Constitution Working Group	<p>Wording Removed:- (a) The author of the call in report notifies Members of the Overview and Scrutiny Committee of the updated position.</p> <p>(b) The "Call-in" Members (one or all) make a presentation of their reasons for call in.</p> <p>(c) Members of the Overview and Scrutiny Committee may question them.</p> <p>(d) The Leader of the Council (or relevant portfolio holder) explains why the decision was made.</p> <p>(e) Members of the Overview and Scrutiny Committee may question him/her.</p> <p>(f) Any other contributions from representatives from outside the Council.</p> <p>(g) Members of the Overview and Scrutiny Committee may question him/her.</p> <p>(h) The author of the report presents his/her papers with or without comments. The Officer is not expected to make a further presentation.</p> <p>(i) Members of the Overview and Scrutiny Committee may question him/her.</p> <p>(j) Member of the Cabinet (as in (d) above) to respond.</p> <p>(k) Discussion takes place</p> <p>(l) There will be a vote giving the reason for the Overview and Scrutiny Committee's decision (if the Cabinet Member has indicated that he/she is prepared to take the matter back to the Committee that will be noted and referred to together with the reason)</p> <p>(m) The Chairman of the Overview and Scrutiny Committee will have the discretion to operate the above process flexibly where it is considered that changes would be conducive to the effective performance of the Scrutiny role.</p>
30/08/18	V23	155/156	Part 3: Scrutiny Procedure Rules, Section 13 Procedure on Call Ins, Section 13.7	Jan Robinson	Suggestion from BDC Constitution Working Group	<p>Wording added :- The Overview and Scrutiny Committee will consider the called in decision. The protocol before and during the meeting will be as follows:-</p> <p>(a) The Chairman will speak with the lead signatory before the Committee to determine the scope of the call-in. This will be put to the Committee for approval at the start of the meeting.</p> <p>(b) The call-in members to make a presentation for their reasons for the call-in .</p> <p>(c) The Chairman will then ask:</p> <p>(i) The appropriate Cabinet member to present the reason(s) why the decision was taken by Cabinet (this will be no greater than 10 minutes)</p> <p>(ii) In circumstances where an officer key decision has been called in, the officer will be asked to present why the reason was taken (this will be no greater than 10 minutes)</p> <p>(d) The Committee will then be given the opportunity to question the lead signatory and the portfolio holder or officers to ask them to provide further information.</p> <p>(e) The Committee will then be able to ask officers, other members of the Cabinet, members and members of the public (if the public is allowed to be present) to provide further information and/or answer questions.</p> <p>(f) In light of new or additional information gathered during points (d) and (e) above, further questions may be asked of the lead signatory or the Portfolio Holder(s) or officers.</p> <p>(g) The Portfolio Holder of officer followed by the lead signatory will be asked to summarise their respective cases. The allowed time for each summary will be five minutes.</p> <p>(h) Members of the Cabinet will then leave the room.</p>
12/11/18	V23	155/156	Part 3: Scrutiny Procedure Rules, Section 13 Procedure on Call Ins, Section 13.7, Section (b)	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording amended from 'The call-in members to make a presentation for their reasons for the call-in' to 'The call-in members to make a presentation for their reasons for the call-in (this will be no greater than 10 minutes)'.
12/11/18	V23	156	Part 3: Scrutiny Procedure Rules, Section 13 Procedure on Call Ins, Section 13.7, Section (b)	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording amended from 'Members of the Cabinet will then leave the room' to 'Members of the Cabinet and the lead signatory will then leave the room'
12/11/18	V23	156	Part 3: Scrutiny Procedure Rules, Section 13 Procedure on Call Ins, Section 13.7, Section (i), (j) and (k)	Jan Robinson	Suggestion from BDC Constitution Working Group	<p>Wording added :- (i) Debate findings</p> <p>(j) There will be a vote giving the reasons for the Overview and Scrutiny Committee's decision (if the Cabinet Member had indicated that he/she is prepared to take the matter back to the Committee that will be noted and referred to together with the reason.</p> <p>(k) The Chairman of the Overview and Scrutiny Committee will have the discretion to operate the above process flexibly where it is considered that changes would be conducive to the effective performance of the Scrutiny role.</p>

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12/11/18	V23	159	Part 3: Scrutiny Procedure Rules, Section 14 Questioning	Jan Robinson	Suggestion from BDC Constitution Working Group	Overview and Scrutiny Committee' amended to 'Scrutiny Committee' throughout the section
12/11/18	V23	159	Part 3: Scrutiny Procedure Rules, Section 15 Considering Evidence	Jan Robinson	Suggestion from BDC Constitution Working Group	Overview and Scrutiny Committee' amended to 'Scrutiny Committee' throughout the section
12/11/18	V23	159	Part 3: Scrutiny Procedure Rules, Section 18 Procedure for Scrutiny Committee Meetings (j)	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording amended from 'The speaker shall have at least five minutes to contribute evidence or a longer period as the Chairman of a Scrutiny Committee may specify. If someone making such a contribution exceeds the time limit given the Chairman may stop him or her. The Chairman may also structure a discussion and limit the time allowed for questioning by Members of the Scrutiny Committee.' to 'The speaker shall have at least five minutes to contribute evidence or a longer period as the Chairman of a Overview and Scrutiny Committee may specify. If someone making such a contribution exceeds the time limit given the Chairman may stop him or her. The Chairman may also structure a discussion and limit the time allowed for questioning by Members of the Overview and Scrutiny Committee.'
12/11/18	V23	174	Part 3: Petitions Process	Jan Robinson	Suggestion from BDC Constitution Working Group	Petition Process Sections added
13/02/19	V23	14	Part 1: Article, Section 4.2 Major Policy Framework (a) (i)	Emily Yule	Suggestion from MSDC Constitution Working Group	Wording amended from 'The Joint Strategic Plan' to 'The Corporate Plan (The Joint Strategic Plan)
13/02/19	V23	14	Part 1: Article, Section 4.2 Major Policy Framework (a) (v)	Emily Yule	Suggestion from MSDC Constitution Working Group	Wording amended from 'Asset & Investment Strategy' to Asset Strategy'
13/02/19	V23	14	Part 1: Article, Section 4.2 Major Policy Framework (a) (x)	Emily Yule	Suggestion from MSDC Constitution Working Group	Wording amended from 'Finance Strategy' 'Meduim Term Finance Strategy'
13/02/19	V23	14	Part 1: Article, Section 4.2 Major Policy Framework (a) (xi)	Emily Yule	Suggestion from MSDC Constitution Working Group	Wording amended from 'Human Resources Strategy' to Housing Strategy'
13/02/19	V23	14	Part 1: Article, Section 4.2 Major Policy Framework (a) (xii)	Emily Yule	Suggestion from MSDC Constitution Working Group	Wording amended from 'ITC Strategy' to Capital Strategy'
13/02/19	V23	14	Part 1: Article, Section 4.2 Major Policy Framework (a) (xiii)	Emily Yule	Suggestion from MSDC Constitution Working Group	Wording amended from 'Capital Strategy' to Community Strategy'
13/02/19	V23	14	Part 1: Article, Section 4.2 Major Policy Framework (a) (xiv)	Emily Yule	Suggestion from MSDC Constitution Working Group	Wording amended from 'Community Strategy' to 'Environment Strategy'
13/02/19	V23	15	Part 1: Article, Section 4.2 Major Policy Framework (a) (xv)	Emily Yule	Suggestion from MSDC Constitution Working Group	Wording added - 'Economic Development Strategy (open for Business)'
13/02/19	V23	15	Part 1: Article, Section 4.2 Major Policy Framework ©	Emily Yule	Suggestion from MSDC Constitution Working Group	Wording added - 'Those other plans and stratagies which the Council has determined should be adopted by the Council as part of the Policy framework'
13/02/19	V23	15	Part 1: Article, Section 4.2 Major Policy Framework,(d) (iii)	Emily Yule	Suggestion from MSDC Constitution Working Group	Wording amended from 'Human Resources' to 'Human Resources/People Strategy'
13/02/19	V23	15	Part 1: Article, Section 4.2 Major Policy Framework, Section d	Emily Yule	Suggestion from MSDC Constitution Working Group	Wording amended from 'ITC Strategy' to 'ICT Strategy'
13/02/19	V23	18	Part 1: Article 6, Section 6.3.3	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording amended from 'The Leader shall appoint another member of the Cabinet as Deputy Leader to act when the Leader is unable to act or the office of Leader is vacant. The Leader may, if he or she thinks fit, remove the Deputy Leader from office. Where there is a vacancy in the office of Deputy Leader, the Leader must appoint another person to be Deputy Leader. Unless he or she is removed by the Leader, resigns as Deputy Leader or ceases to be a member of the Council, the Deputy Leader shall hold office until the end of the Leader's term of office.' to 'The Leader shall appoint another member of the Cabinet as Deputy Leader to act when the Leader is unable to act or the office of Leader is vacant. The Leader may, if he or she thinks fit, remove the Deputy Leader from office. Where there is a vacancy in the office of Deputy Leader, the Leader must appoint another person to be Deputy Leader. Unless he or she is removed by the Leader, resigns as Deputy Leader or ceases to be a member of the Council, the Deputy Leader shall hold office until the end of the Leader's original term of office.'

Date Change Made	Version No	Page No	Paragraph/Heading Where Change is	Change Requested By	Reason for Change	Details of Change Made
13/02/19	V23	20	Part 1: Article 7, Section 7.2.2	Jan Robinson	Suggestion from BDC Constitution Working Group	Wording amended from 'The Council has also agreed to periodically meet as a Babergh and Mid Suffolk Joint Scrutiny Committee in order to scrutinize matters which affect both councils.' to 'The Council has also agreed to meet as required as a Babergh and Mid Suffolk Joint Scrutiny Committee in order to scrutinize matters which affect both councils.'
13/02/19	V23	34	Part 2: The Responsibility of Functions, responsibility of the Council, Section 2.2	Emily Yule	Suggestion from MSDC Constitution Working Group	Wording added - 'Any decision relating to the dissolution of the Council or relating to merging or joint working with another Local Authority.'
13/02/19	V23	70	Part 2: The Responsibility of Functions, Delegations to Officers, Section 1.1	Emily Yule	Suggestion from MSDC Constitution Working Group	Wording amended from 'The Scheme of Delegation to Officers set out below has been approved and adopted by the Council for the purposes of Section 101 of the Local Government Act 1972. The delegations in respect of Cabinet Functions, made under s 15 of the Local Government Act 2000, have been approved by the Leader of the Cabinet who may amend any executive delegations to officers at any time by giving notice to the Chief Executive, the monitoring officer and the S151 Officer and any officer directly affected by the amendments.' to 'The Scheme of Delegation to Officers set out below has been approved and adopted by the Council for the purposes of Section 101 of the Local Government Act 1972. The delegations in respect of Cabinet Functions, made under s 15 of the Local Government Act 2000, have been approved by the Leader who may amend any executive delegations to officers at any time by giving notice to the Chief Executive, the monitoring officer and the S151 Officer and any officer directly affected by the amendments.'
13/02/19	V23	70	Part 2: The Responsibility of Functions, Delegations to Officers, Section 1.3	Emily Yule	Suggestion from MSDC Constitution Working Group	Wording amended from 'For the Chief Executive, Deputy Chief Executive or if the Deputy Chief Executive is unavailable a Strategic Director' to 'For the Chief Executive, a Strategic Director'
13/02/19	V23	70	Part 2: The Responsibility of Functions, Delegations to Officers, Section 1.3	Emily Yule	Suggestion from MSDC Constitution Working Group	Wording amended from 'Any officer referred to by his/her title/post throughout this Constitution will automatically succeed his/her successor in title/post' to 'Any officer referred to by his/her title/post throughout this Constitution will automatically succeed his/her predecessor in title/post'
13/02/19	V23	71	Part 2: The Responsibility of Functions, Delegations to Officers, Section 2.4	Emily Yule	Suggestion from MSDC Constitution Working Group	Wording amended from 'Prior to exercising any delegation that sufficient consultation shall be carried out where required by law or by any other part of the Constitution' to 'Prior to exercising any delegation that consultation shall be carried out where required by law or by any other part of the Constitution'
13/02/19	V23	71	Part 2: The Responsibility of Functions, Delegations to Officers, Section 2.6	Emily Yule	Suggestion from MSDC Constitution Working Group	Wording amended from 'matters specifically reserved to Council or Committee and' to 'matters specifically reserved to Council, Cabinet or a Committee and'
13/02/19	V23	71	Part 2: The Responsibility of Functions, Delegations to Officers, Section 3.1	Emily Yule	Suggestion from MSDC Constitution Working Group	Wording amended from 'To the Chief Executive, Deputy Chief Executive, Strategic Directors and Assistant Directors (together referred to as the "Principal Officers").' to 'To the Chief Executive, Strategic Directors and Assistant Directors (together referred to as the "Principal Officers").'
13/02/19	V23	71	Part 2: The Responsibility of Functions, Delegations to Officers, Section 3.2	Emily Yule	Suggestion from MSDC Constitution Working Group	Wording amended from 'Any officer referred to by his/her title/post throughout this Constitution will automatically succeed his/her successor in title/post' to 'Any officer referred to by his/her title/post throughout this Constitution will automatically succeed his/her predecessor in title/post'
13/02/19	V23	77	Part 2: The Responsibility of Functions, Delegations to Officers, Section 8.3	Emily Yule	Suggestion from MSDC Constitution Working Group	Wording amended from 'These must be recorded in writing to comply with the Local Authorities' to 'The decision must be recorded in writing to comply with the Local Authorities'
13/02/19	V23	77	Part 2: The Responsibility of Functions, Delegations to Officers, Section 8.4	Emily Yule	Suggestion from MSDC Constitution Working Group	Wording amended from 'Where an officer takes a key decision they must comply with part 3, paragraph 16 of the constitution and allow five clear working days before the decision can be implemented in case of call-in.' to 'Where an officer takes a key decision they must comply with part 3, paragraph 16 of the constitution and allow five clear working days before the decision can be implemented.'
13/02/19	V23	78	Part 2: The Responsibility of Functions, Delegations to Officers, Section 8.6	Emily Yule	Suggestion from MSDC Constitution Working Group	Wording amended from 'These decisions must be recorded in writing to comply with The Openness of Local Government Bodies Regulations 2014 no. 2095. The written record must be produced as soon as reasonably practicable.' to 'These decisions must be recorded in writing to comply with The Openness of Local Government Bodies Regulations 2014 no. 2095. The written record must be produced as soon as possible.'

Date Change Made	Version No	Page No	Paragraph/Heading Where Change is	Change Requested By	Reason for Change	Details of Change Made
13/02/19	V23	82	Part 2: The Responsibility of Functions, Proper Officer Provisions, Local Government Act 1972 table, section 100A-100K	Emily Yule	Suggestion from MSDC Constitution Working Group	Wording amended to 'Access to Information' to 'Access to Meetings and Documents of Certain Authorities Committees and Sub Committees'
13/02/19	V23	82	Part 2: The Responsibility of Functions, Proper Officer Provisions, Local Government Act 1972 table, Note	Emily Yule	Suggestion from MSDC Constitution Working Group	wording amended from 'Note: Infectious disease legislation for which Mid Suffolk is the enforcing Authority is co-ordinated to a large extent by the joint approaches of the Assistant Director Environment and Projects and the Consultant in Communicable Diseases Control (CCDC). The CCDC is appointed to act as a Proper Officer on behalf of Mid Suffolk District Council.' to 'Note: Infectious disease legislation for which Mid Suffolk is the enforcing Authority is co-ordinated to a large extent by the joint approaches of the Assistant Director Environment and Commercial and the Consultant in Communicable Diseases Control (CCDC). The CCDC is appointed to act as a Proper Officer on behalf of Mid Suffolk District Council.'
13/02/19	V23	84	Part 2: The Responsibility of Functions, Public Health Acts - Health Protection Functions Table	Emily Yule	Suggestion from MSDC Constitution Working Group	The word 'Project' amended to 'Commercial' throughout
13/02/19	V23	86	Part 2: The Responsibility of Functions, Anti-Social Behaviour, Crime and Policing Act 2014 Table	Emily Yule	Suggestion from MSDC Constitution Working Group	The word 'Project' amended to 'Commercial' throughout

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13/02/19	V23	87	Part 2: The Responsibility of Functions, Deputy Proper Office Provisions	Emily Yule	Suggestion from MSDC Constitution Working Group	Wording amended from 'In respect of the purposes for which the Head of Paid Service is the Proper Officer of the Council, The Strategic Director be authorised to act as the Proper Officer and as Deputy Returning Officer for all purposes for Elections and as Deputy Electoral Returning Registration Officer when the Chief Executive is unable to act.' to 'In respect if the purposes for which the Head of Paid Service is the Proper Officer of the Council, a Strategic Director is authorised to act as such Proper Officer when the Cheif Executive is unable to act.'
13/02/19	V23	103	Part 3: Council Procedure Rules, Questions by Councillors, Section 13.2	Emily Yule	Suggested to Emily Yule by Cllr Tony Bavington	Wording amended from 'A Councillor may ask up to two questions on a matter in relation to which the Council has powers or duties or which affects the District of:' to 'A Councillor may ask up to three questions on any matter in relation to which the Council has powers or duties or which affects the District of:'
15/02/19	V23	106	Part 3: Council Procedure Rules, Circumstances when a motion on notice will not be accepted, Section 14.6	Emily Yule	Email dated 31/1/19	Wording amended from 'If the subject matter of any motion in respect of which notice has been duly given falls within the terms of reference of any Committee the Chairman may without any discussion or debate determine that it will be referred to the relevant Committee or to such other Committee or Committees for initial consideration and/or investigation. Unless in the opinion of the Chairman the motion merits a debate at full council in which circumstances the comment from the debate will be reported to the Committee that the motion has been referred to for them to take into account when considering the motion. If the motion stands referred then a report will be provided to the Council as soon as possible informing Council of the outcome.' to 'Any motion on notice which is duly proposed and seconded will be debated by the full Council at the meeting at which it is proposed, unless in the view of the Chairman it would be inappropriate or ultra vires for the full Council to do so. If the motion relates to a function reserved to the full Council the Chairman will also take a vote on the motion at said meeting.'
15/02/19	V23	106	Part 3: Council Procedure Rules, Circumstances when a motion on notice will not be accepted, Section 14.7	Emily Yule	Email dated 31/1/19	Wording amended from 'If the subject matter of any motion in respect of which notice has been duly given is related to an executive function then it shall, upon being duly moved to Cabinet and seconded, stand referred without discussion or debate unless in the opinion of the Chairman the motion merits a debate at full Council in which circumstances the comments from the debate will be reported to the Cabinet for them to take into account when considering the motion.' to 'If the subject matter of any motion in respect of which notice has been duly given is related to an executive function then it shall, upon being duly moved, seconded and debated, stand referred to the Cabinet to take the final decision in respect of the motion. The comments from any debate at full Council about the motion will be reported to the Cabinet for them to take into account when considering the motion.'
15/02/19	V23	106	Part 3: Council Procedure Rules, Circumstances when a motion on notice will not be accepted, Section 14.8	Emily Yule	Email dated 31/1/19	Wording amended from 'If the motion stands referred to a Committee for discussion and debate or is recommended to Cabinet for decision and the member who moved the original motion is not an ordinary member of the Committee or of Cabinet then s/he shall be invited to attend and address the relevant Committee or Cabinet meeting. A member who is not an ordinary member of a committee or Cabinet shall not have a vote at the Committee meeting.' to 'If the subject matter of any motion in respect of which notice has been duly given is related to a function reserved to a Committee then it shall, upon being duly moved, seconded and debated, stand referred to the relevant Committee to take the final decision in respect of the motion. The comments from any debate at full Council about the motion will be reported to the Committee for them to take into account when considering the motion'
15/02/19	V23	106	Part 3: Council Procedure Rules, Circumstances when a motion on notice will not be accepted, Section 14.9	Emily Yule	Email dated 31/1/19	Wording amended from 'If the motion stands referred to a Committee the Chairman may use his/her discretion and allow the motion to be dealt with at the meeting at which it is brought forward. If the Councillor giving notice of the motion is not on the Committee then he/she should be invited to the relevant meeting.' to ' If the motion stands referred to a Committee or Cabinet for decision and the member who moved the original motion is not an ordinary member of the Committee or of Cabinet then he/she shall be invited to attend and address the Committee or Cabinet meeting. A member who is not an ordinary member of a Committee or Cabinet shall not have a vote at the meeting.'