

HAVANT BOROUGH COUNCIL

Governance & Audit Committee

14 March 2018

UPDATE TO THE CONSTITUTION
Democratic Services Assistant

FOR RECOMMENDATION TO COUNCIL

Cabinet Lead: Cllr L Bowerman

Key Decision: No

1.0 Purpose of Report

- 1.1 For the Governance & Audit Committee to consider proposed changes to the Council's Constitution.

2.0 Recommendation

That the Committee recommends that the Council amends Standing Orders 1.11 and 6.14 of the Constitution as follows:

Standing Order 1.11

Every member of the Council must within twenty eight days from the start of each municipal year sign a declaration on a form supplied by the Democratic Services Team, that she or he has read **and understood** the Council's latest version of the Constitution

Standing Order 6.14

Every member of the Council must within twenty eight days from being appointed to a Committee, Sub Committee or Board sign a declaration on a form supplied by the Democratic Services Team, that he or she has read **and understood** the terms of reference for each committee, sub committee or board he or she has been appointed to. A failure to comply with this standing order will be considered as a breach of the adopted Councillor's Code of Conduct

*amendments shown in bold

3.0 Summary

- 3.1 The Budget Scrutiny and Policy Development Panel recommended changes to the Constitution in its review in 2016/17, which included a number of updates to the document.

NON-EXEMPT

3.2 One of these changes was to introduce declaration for each member to sign, stating that they had read the Constitution and the terms of reference for the committees, sub-committees or boards to which they are appointed. This recommendation, among other updates, was accepted by the Governance and Audit Committee on 24 April 2017 and resolved by Full Council on 10 May 2017/

3.3 The Panel reviewed the progress of these recommendations on 11 December 2017, and were pleased to note that all recommended changes had been made and all members had signed their relevant declarations.

3.4 The Panel felt however that the wording for Standing Orders 1.11 and 6.14 should be strengthened, so that it was clear that members would be expected to have read and understood the relevant sections. The Scrutiny Board ratified this recommendation on 30 January 2018.

4.0 STRATEGY

4.1 n/a

5.0 LEGAL

5.1 Article 12 of the Council's Constitution sets out that any change to the Constitution (except for changes in law or in the Council's management structure) may only be approved by Full Council after consideration by the Governance and Audit Committee.

6.0 RESOURCES

6.1 n/a

7.0 STAKEHOLDERS

7.1 n/a

8.0 RISKS

8.1 There are no risks arising directly from this report.

Background Papers – n/a

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