

APPENDIX 1

Area of Review	Proposal and Rationale	Sections of the Constitution to be revised
<p>Contract Procurement Rules</p>	<p>To raise the level at which a Request for Quotations (RFQs) can be used in place of tenders to £75k. This is currently £50k. This will still require the active involvement of the Procurement Team in Contracts with a value of £10 to £75k.</p> <p>This changes is being suggested to help local businesses that exist to compete for Council work and to help develop future companies. This is particularly important because of the Pandemic's effect on the economy.</p> <p>An RFQ requires the same information as an open tender but is more user friendly and less traumatic than completing a full tender. It has always been agreed that the full tender process is not appropriate for smaller contracts.</p> <p>It is also the advice of the Head of Procurement that this will assist in developing the companies and increasing competition for Council contracts.</p>	<p>Part 4 Contract Procedure Rules (Page 152 number 3, page 156 number 5, page 161 number 17 and page 163 table of the Procurement Rules)</p>
<p>Extraordinary Council Meetings</p>	<p>To add a footnote to 3.3 to clarify that this paragraph does not restrict the agenda to one item of business and that such items as Questions and Motions shall be included on the agenda for any extraordinary meetings.</p> <p>This has been done under the 'housekeeping' process.</p>	<p>Part 4.1 – Council Procedure Rules (Page 70)</p>

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<p>Delegation to Environmental Health Officers to serve Section 215 Town and Country Planning Act 1990 notice</p>	<p>Planning Committee/Head of Planning and the Planning Manger – Development Management currently hold a delegation for Planning and development control functions including enforcement for which the Council is responsible in Schedule 1 of the Functions Regulations. It is proposed to extend this delegation to Environmental Health officers who are often the instigators of the need for such action.</p>	<p>Part 3 Functions Scheme (Page 38)</p>
<p>Delegation to Monitoring Officer to temporarily approve dispensations in relation to the S85 Rules.</p>	<p>To add a delegation in relation to Councillor attendance dispensations under Section 85 of the Local Government Act 1972. This is to be able to provide a dispensation only when there is no Council meeting to consider the application before expiry and a dispensation would only be granted until the date of the next Council meeting which would consider the application.</p> <p>Delegation to Head of Corporate Governance and Monitoring Officer</p> <p>The proposed wording of the delegation is:</p> <p>To provide a dispensation under Section 85 of the Local Government Act 1972, where an application for dispensation has been received and there is no Council meeting in the meeting schedule which could consider the application before expiry, a dispensation may be granted until the date of the next Council Meeting which could consider it.</p>	<p>Part 3.1 – Scheme of Delegation for Officers</p>

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<p>CJCG Terms of Reference</p>	<p>The Council Joint Consultative Committee have considered their Terms of Reference and proposed housekeeping and minor amendments and propose the tracked changes as set out in Appendix 2.</p>	<p>APPENDIX 2</p>
<p>Review of the Constitution</p>	<p>Each year, as part of the Review of the Constitution report that issued to Council, a delegation is given to the Monitoring Officer to make changes to the Constitution arising from any new legislation, administrative errors or conflicts in interpretation. It is proposed that this be incorporated in to the Delegation Scheme.</p>	<p>Part 3.1 – Scheme of Delegation for Officers</p>