

## Appendix 2

### SUBJECT: AMENDMENTS TO CONSTITUTION

Date: 25 January 2017

Part and article/ section	Page ref	Substance of amendment / amended wording	Reason for amendment
Part 4, Rules of Procedure. Overview & Scrutiny Rule 11		<p><b>Reports to Council &amp; Cabinet</b> Amend wording as follows:</p> <p>(a) Once it has formed recommendations on proposals for development, the Overview and Scrutiny Sub-Committees will prepare a report and submit it to <del>(the Overview and Scrutiny Board who will then submit it to)</del> the proper officer for consideration by the Council or by the Cabinet as appropriate.</p> <p>(b) If an Overview and Scrutiny Sub-Committee cannot agree on one single final report to the Council or Cabinet as appropriate, then up to one minority report may be prepared and submitted for consideration by the Council or Cabinet with the majority report.</p> <p>(c) As soon as possible after the <b>Sub-Committee</b> <del>Overview and Scrutiny Board</del> has prepared the report, the proper officer shall serve a copy of it upon the relevant Cabinet Member.</p> <p>(d) The Council or Cabinet must consider the report of the Overview and Scrutiny <b>Sub-Committee</b> <del>Board</del> within two months of it being submitted to the proper officer.</p> <p>(e) Reports of Overview and Scrutiny <b>Sub-Committees</b> <del>Board</del> referred to the Cabinet shall be considered by the Cabinet within two months of the meeting of the Overview and Scrutiny Sub-Committee at which its report and recommendations are agreed.</p>	Need to revise process to ensure Overview & Scrutiny decisions are brought to the Executive in a timely manner