

Constitution - Document Control

Brief information about updates to each Part of the Constitution
Autumn 2011 to January 2018

Part	Date of Change (most recent first)	Version	Change	Annual Review/ Update	By <i>Italics: authority for change (since September 2017)</i> C = Council S&A = Standards and Audit Committee U = other update OC = other correction
Part 1	November 2017	23	Change of Service Managers to Assistant Directors		<i>U November 17</i> Gerard Rogers
	November 2017	23	Simplified, updated and improved layout	Reviewed - updated	Gerard Rogers
	May 2017	19	Incorporate link to new Cabinet Member chart and photos		<i>OC May17</i> Gerard Rogers
	September 2013	19	Delete reference to discontinued Community Forums and incorporate reference to Community Assemblies.		Gerard Rogers

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			Incorporate new Executive Member chart and photos		
	December 2012	18	New Standards arrangements		Gerard Rogers
	March 2012	17	New Scrutiny Committees and portfolios		Gerard Rogers
Part 2	November 2017	28	Change of Service Managers to Assistant Directors		<i>U November 17</i> Gerard Rogers
	September 2017	27	Alternative arrangements for attestation of documents under seal. Clarification of Standards and Audit Committee power to call officers to committee		<i>S&A 20/09/17</i> Gerard Rogers
	November 2016	26	Modified arrangements for attestation of documents under seal		<i>C 12/10/16</i> Gerard Rogers
	February 2015	25	Insert Chief Finance Officer as person authorised under Statements of Truth (accidental omission)		Gerard Rogers
	December 2014	25	New senior management structure Delegation of many constitution amendments to		Gerard Rogers

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			Standards and Audit Committee		
	December 2012	22	New Standards arrangements		Gerard Rogers
	February 2012	21	Revised Scrutiny Rules		Gerard Rogers
Part 3	January 2018	36	Addition of Corporate Enforcement (as approved by Leader) to portfolio of, and amending delegation on appointments to outside bodies to reflect historic practice to, Cabinet Member – Governance. Updating delegations on Revenues and Benefits to reflect current officer structure (Director of Finance and Resources)		<i>U, OC January 18</i> Gerard Rogers
	December 2017	35	Change of Service Managers to Assistant Directors		<i>U December 17</i> Gerard Rogers
	November 2017	34	Revisions to planning delegations		<i>S&A 22/11/17</i> Gerard Rogers
	September 2017	33	Authority to acquire and dispose of land		<i>S&A 20/09/17</i> Gerard Rogers

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	July 2017	32	Correcting error in TC&VE parking delegation		Gerard Rogers
	June 2017	31	Removing duplicate delegations in Governance portfolio		Gerard Rogers
	June 2017	31	Updating E&G committee member number and exec member - 2015 change not previously incorporated		Gerard Rogers
	May 2017	31	Changes to portfolios		Gerard Rogers
	March 2017	30	Correcting delegation omission for Cabinet Member Economic Growth (EG0000) and adding investigatory powers to Governance portfolio		Gerard Rogers
	December 2016	29	Revised Portfolios		Gerard Rogers
	November 2016	28	New financial delegations, GP:GS delegations, and delegations for 5 year short term tenancies		<i>C 12/10/16</i> Gerard Rogers
	October 2016	27	Revisions to reflect new Corporate Management Team structure		Gerard Rogers
	September 2015	25	Corrections to Portfolios and delegation renumbering		Gerard Rogers

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	July 2015	25	Revised Portfolios and Service Managers		Gerard Rogers
	04 September 2013	24	Removal of delegations to discontinued Community Forums and incorporation of references to Community Assemblies. Correction of P140D delegations and updating reference to relevant planning staff in line with structure reviews		Gerard Rogers
	31 July 2013	23	Routine and approved updates to 31 July 2013. Correction of delegation to incorrect Head of Service page 158		Gerard Rogers
	11 October 2012	22	Delegations approved by Full Council (to 10/10/12) Correction of incorrect reference to prejudicial interest on page 13 (10/01/13)		Gerard Rogers
	20 March 2012	21	Health Inequalities delegations moved to correct portfolio (Leisure, Culture and Tourism from Customers and Communities)		Gerard Rogers

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	Autumn 2011		New political structure, portfolios and senior officer structure, changes resulting from Corporate Services Contract		Gerard Rogers
Part 4	December 2017	28	Change of Service Managers to Assistant Directors		<i>U December 17</i> Gerard Rogers
	September 2017	27	Amended Financial Procedures (Internal Audit)		<i>S&A 20/09/17</i> Gerard Rogers
	November 2016	26	New Financial Procedures		<i>C 12/10/16</i> Gerard Rogers
	July 2016		Corrections to Contract Procedure Rules		Gerard Rogers
	December 2014		Changes to Standing Orders Changes to Contract Procedure Rules Changes to Senior Management Team		Gerard Rogers
	July 2013		Executive Arrangements 2012 and minor corrections		Gerard Rogers

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			relating to Scrutiny		
	December 2012	19	New Standards arrangements		Gerard Rogers
	February 2012	18	New Scrutiny Procedure Rules		Gerard Rogers
Part 5	December 2017	22	Change to Assistant Directors		<i>U December 17</i> Gerard Rogers
	November 2017	21	General updates	Reviewed and updated	Gerard Rogers
	September 2013	20	Community Assemblies and removal of reference to government proposals for a statutory Employee Code		Gerard Rogers
	December 2012	19	New Standards arrangements		Gerard Rogers
Part 6	September 2017			Reviewed – currently up to date	Gerard Rogers
	January 2017	24	Updates to member allowance scheme from 01/04/16		Gerard Rogers
	April 2015	23	Removal of reference to Deputy Mayor Allowance		Gerard Rogers

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	October 2013	19	Updated member allowance scheme		Sharon Goldthorpe
	January 2012	18	Updated member allowance scheme		Sharon Goldthorpe
Part 7	November 2017		Change of Service Managers to Assistant Directors		<i>U November 17</i> Gerard Rogers
	September 2017			Reviewed – currently up to date	Gerard Rogers
	May 2017	n/a	Changes to CMT		Gerard Rogers
	December 2016	n/a	Changes to CMT		Gerard Rogers
	July 2016	n/a	Changes to CMT		Gerard Rogers
	July 2015	n/a	Changes to CMT		Gerard Rogers
	January 2015	n/a	New Senior Leadership Team and Corporate Management Team		Gerard Rogers

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Part 8	September 2017			Reviewed – repaired broken link to outside appointments	<i>OC Sept 2017</i> Gerard Rogers
	November 2012	n/a	Linked member details to webpages		Gerard Rogers