

Part A

Report to: Council
Date of meeting: 11 October 2016
Report of: Democratic Services Manager
Title: Changes to the Constitution

1.0 **Summary**

1.1 This report details changes to the Constitution recommended by the Constitution Working Party following its meeting on 22 September 2016.

2.0 **Recommendations**

- 2.1 That Council adopts the updated Contract Procedure Rules (attached at Appendix A) to take account of the changes due to the enactment of the Public Contracts Regulations 2015.
- 2.2 That the constitution be amended to state that the mover of a motion may not exceed 7 minutes with the right of reply speech not exceeding 3 minutes. The remaining speech times shall stay at 5 minutes and there should be no changes to the length of budget speeches.
- 2.3 That in the case of a busy agenda it should be at the chair's discretion whether to put a time limit on the length of debate for motions whilst still allowing for a balanced debate.
- 2.4 That the Chair of the Community Safety Partnership Task Group be appointed by the Overview and Scrutiny Committee when determining the Group's membership.

Contact Officer:

For further information on this report please contact: Caroline Harris,
Democratic Services Manager
telephone extension: 8372 email: caroline.harris@watford.gov.uk

Report approved by: Carol Chen, Head of Democracy and Governance

3.0 **Detailed Proposal**

3.1 The Constitution Working Party met on 22 September 2016 to consider various changes to the constitution. A copy of the agenda and reports are available at <http://modgov/ieListDocuments.aspx?CId=126&MId=1807&Ver=4>
These are their recommendations.

3.2 **Contract Procedure Rules**

3.2.1 Updates were required to the constitution in order to take account of changes due to the enactment of the Public Contracts Regulations 2015. Updates include amending the wording on exceptional circumstances exemptions and also making clear the requirement for officers to use the e-procurement portal. Wording has been added relating to SMEs (Small and Medium-sized Enterprise) under Part 4 of the new Regulations, which reflect the Lord Young reforms to support small businesses.

3.2.2 The revised Contract Procedure Rules are attached at Appendix A.

3.3 **Length of Motions**

3.3.1 The working party discussed whether to alter the time limits for speeches during motions at full Council. It was agreed that the current speech time limit for those not moving a motion should remain at five minutes and the budget speech time limits should also remain the same, both are set out in the constitution.

3.3.2 The working party resolved to recommend to Council that the time limits for the mover of the motion should be changed to seven minutes to propose the motion with three minutes for the right of reply.

3.3.3 The working party are also recommending to Council that in the case of a busy agenda it should be at the chair's discretion whether to put a time limit on the length of debate for motions whilst still allowing for a balanced debate.

3.4 **Chair of the Community Safety Partnership Task Group**

3.4.1 It is current practice for the Community Safety Partnership Task Group (CSPTG) to elect their chair at the first meeting. The CSPTG is appointed by the Overview and Scrutiny Committee (O&S) in June but the first meeting of CSPTG may not be until October or November. Therefore, the working party agreed to propose that the chair is elected at the O&S meeting when the task group is appointed in order to allow opportunity for the chair to work with officers on the programme for the task group ahead of the first meeting.

3.4.2 It was agreed by Council in May 2015 that the Chair of CSPTG should also be a member of O&S.

4.0 **Implications**

4.1 **Financial**

4.1.1 The Shared Director of Finance comments that there are no financial implications in this report

4.2 **Legal Issues (Monitoring Officer)**

4.2.1 The Head of Democracy and Governance comments that the legal implications are contained in the body of the report.

4.3 **Equalities**

4.3.1 This report is not considering a new policy

4.4 **Potential Risks**

4.4.1 None identified

4.5 **Staffing**

4.5.1 No implications

4.6 **Accommodation**

4.6.1 No implications

4.7 **Community Safety**

4.7.1 No implications

4.8 **Sustainability**

4.8.1 No implications

Appendices

Appendix A: Amended Contract Procedure Rules

Background Papers

Report and minutes of Constitution Working Party 22 September 2016

File Reference

None