

Appendix 2 – Schedule of changes

Paragraph	Changes	Reason for changes
3.2.2	Definition of chief officer	The previous definition of Chief Officer was incorrect, now amended to reflect the definition as set out within the legislation quoted
8.2.1	Updates the role of scrutiny committees to reflect legislation and guidance	To make it clear that Scrutiny applies not only to decisions of Cabinet, but also any individual or body exercising executive functions under delegation, including ICMD and Chief Officers.
9.6.2 – 9.6.4	Moved these paragraphs from Part 4	These contain rules around the exercise and delegation of executive functions and therefore should appear here rather than within the Cabinet Meeting Procedure Rules
10.1.1	Deletion of the words ‘up to’ in relation to the number of independent members of the Standards Committee	The Council is required to appoint 5 independent members and no less in order to comply with legislative quorum requirements
11.1.1(a)	Insertion of the correct legislation governing the appointment of independent members of the Standards Committee	The correct legislation is Standards Committees (Wales) Regulations 2001
14.1.2	Deletion of entire paragraph	This should be deleted because the Chief Executive has power to deploy staff as required to meet the operational needs of the Council. The Chief Executive is already obliged to publish a description of the organisational structure (para.14.1.4) which is available on the Council’s website.
21.1.1	Changes to the terms of reference of the Licensing & Regulatory Committee Changes to the terms of reference of the Democratic Services Committee	To reflect changes in legislation To codify historic practice of the Committee’s role in reviewing amendments to the Constitution prior to being considered by Council
24.2.3	Including provisions in relation to executive decision taken by officers	See report
24.2.3 – 24.2.4	Deletion of former paragraphs	Has no basis in law and entirely unnecessary
25.2	Deletion of ‘Chief Officers’ and replacement with Chief Officers within SLT	The term ‘Chief Officer’ has erroneously been used to describe just chief officers who are member of SLT. However, the definition of Chief Officer has a wider meaning in law. This change is to make it clear that the delegations are to the Chief Executive and members of SLT and not

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		wider 'chief officers' as defined by legislation and elsewhere in the constitution
26.4.4	Removal of delegation in relation to Building Control from the health and social care directorate	This delegation should sit with the relevant officers to ensure any notices served under the Building Act are done by individuals with the relevant expertise. This delegation has been moved to 'Head of Building Control' by the proposed amendment at paragraph 26.11.11.
27.10.2 – 27.10.4	Changes to the remote attendance rules within the Council meeting procedure rules	To codify rules on remote participation to assist in the orderly transaction of Council business.
27.14.3	Changes to scope of motions	Includes restrictions to the content of motions to protect the Council from potential legal challenge.
27.17.2	Changes to rules of debate to simplify procedure in relation to motions	To allow the proposer of a motion to accept an amendment without further debate or a vote. To make it clear that any subsequent amendments must be put to a vote.
27.30.1	Changes to petition scheme	See report
27.36	Deletion of paragraph dealing with the application of the Council meeting procedure rules	See report
30	Insertion of Committee Meeting Procedure Rules	See report
31	Insertion of Cabinet Meeting Procedure Rules	See report
32.14.1 – 31.14.11	Insertion of paragraphs to clarify which decisions can be subject to call-in	To make it clear that certain decisions made by officers can also be subject to call-in and to codify decisions which may be excluded from call-in
37.2	paragraph 4(a) of the Code of Conduct paragraph 17 of the Code of Conduct	To include the additional protected characteristics under the Equality Act 2010 (as amended) but not yet implemented into the model Code. This has been requested by a member of the Democratic Services Committee at previous meetings. To implement the decision of Council in July 2023