

**Changes to the Constitution since 17 May to 6 September 2023**

Date	Council or Delegated Authority	Sections Changed	Brief Summary	Version
6 September 2023	Council	Part 2 - Articles 15, 16 & 17; Part 3.3 – Matters Delegated to Committees; Part 3.4 – Joint Arrangements; Part 3.5 – Arrangements for the Delegation of Functions to Officers; Part 4A - Council Procedure Rules; Part 4B - Contracts Standing Orders; Part 4C - Access to Information Procedure Rules; Part 4E - Financial Procedure Rules (Financial Regulations); Part 4F - Officer Employment Procedure Rules;	Various changes made, falling into three categories:-  (a) to reflect the changes to the Council’s (officer) Senior Leadership Team and organisational structure including incorporating the changes of designations from Executive Directors to Strategic Directors and any other changes to officer job titles and responsibilities;  (b) recommendations made by the Council’s Monitoring Officer for reasons of clarification/simplification, or otherwise to reflect recent changes; and  (c) other changes or updates, including the annual review of Financial Procedure Rules (Financial Regulations), and changes to the Monitoring Officer Protocol and Procedure For Dealing With Complaints Regarding City, Parish And Town Councillors And Co-Opted Members as recommended by the Audit & Standards Committee on 16 <sup>th</sup> February 2023.  <a href="#">Agenda item - Changes To The Constitution   Sheffield City Council</a>  In addition to the amendments made to reflect changes to the Council’s management structure and job titles, the following changes were also made:-	Sept 2023

		<p>Part 4G – Area Committee Procedure Rules;          Part 5B - Monitoring Officer Protocol;          Part 5C - Officers' Code of Conduct (including Appendix - Politically Restricted Posts);          Part 5D - Protocol for Member/Officer Relations;          Part 5I - Protocol for the Use of the Coat of Arms;          Part 7A – Statutory and Proper Officers;          Part 7B – Management Structure.</p>	<p>1. <u>Part 2 - Article 17 – Suspension, Interpretation and Publication of the Constitution</u> - Amendments made to the Definitions in Article 17.04. “Strategic Director” replaces “Executive Director”; and for clarification any reference to a job title in the Constitution is deemed to include an Interim appointment to a role with responsibility for the time being for the function concerned.</p> <p>2. <u>Part 3.3 – Matters Delegated to Committees</u> - Amendments made on the recommendation of the Monitoring Officer:-</p> <ul style="list-style-type: none"> <li>• The wording of some of the general reservations to Policy Committees has been simplified;</li> <li>• Decisions relating to Grants are reserved to Policy Committees rather than Finance Committee for consistency with Contracts decisions;</li> <li>• The wording of some Policy Committee remits has been changed to make the functions clearer rather than to reflect Officer posts;</li> <li>• The wording of the Charity Trustee Sub-Committee remit has been expanded to be clearer on what “decisions of Council as charity trustee” encompasses;</li> <li>• Where Urgent Decisions are taken by an Officer the Officer should, if possible, consult the Deputy Chair and Group Spokesperson as well as the Chair of the appropriate Committee;</li> <li>• Terms of reference of the Independent Review Panel have been updated to reflect current legislation.</li> </ul> <p>The Governance Committee may further review the remits of Policy Committees over the coming year and make such recommendations to Full Council as it thinks necessary.</p>	
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