

CHANGES TO THE CONSTITUTION – 4<sup>TH</sup> APRIL 2023

<b>Reference</b>	<b>Current entry</b>	<b>Proposed amendment</b>
<b>Article 2 section 2.02 – Election &amp; terms of councillors</b>	Corporate Manager, Democratic & Civic Support	Director Corporate Services
<b>Article 11 – Management structure (c) Statutory officers</b>		<b>New Entry</b> - Add in Director, Corporate Services – Returning officer, Electoral Registration Officer
<b>11.05 Duty to provide sufficient resources to the Monitoring Officer and Director Finance</b>		ADD IN – and Electoral Registration Officer and  <b>New Entry</b> - Add in (b) In accordance with Section 52 and 54 of the Representation of the Peoples’ Act 1983, the Council will provide the Electoral Registration Officer with such officers, accommodation and other resources as are in their opinion sufficient to discharge their statutory function
<b>Article 12 – Decision making</b>	Corporate Manager, Democratic & Civic Support	Democratic Services Manager
<b>Article 15 – Section 15.03 (a)</b>	Corporate Manager, Democratic & Civic Support	Democratic Services Manager
<b>Article 15 –Section 15.03 (b)</b>	Corporate Manager, Democratic & Civic Support	Director, Corporate Services
<b>Delegation to officers and deputies Director, Corporate Services and Monitoring Officer</b>		
<b>Sections 1, 2, 3, Deputies</b>	Corporate Manager, Democratic & Civic Support	Team Leader, ECL, Contracts, Procurement and Licensing
<b>Section 10 – Deputies</b>	Corporate Manager, Democratic & Civic Support	Democratic Services Manager, and Service Lead, Legal Services

**All of the previous entries for the Corporate Manager, Democratic & Civic Support, be transferred to the Director, Corporate Services, with deputies identified as follows**

1. (a) Designated as the “proper officer” for the purpose of the following sections of the Local Government Act 1972: - (Amended October 2022)

- (i) Section 100B (2) - determination of the agenda items and reports which are likely to be dealt with in part 2
- (ii) Section 100B (7) (C) - supply of papers to the press
- (iii) Section 100C (2) - summaries of the proceedings held in part 2
- (iv) Section 100F (2) - determination of documents not available for inspection by members

Deputy – Democratic Services Manager

(b) Designated as the “proper officer” in respect of The Executive Arrangements (Decisions, Documents and Meetings) (England) Regulations 2000 and the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.

Deputies – Service Lead, Legal Services; Democratic Services Manager

2. In consultation with the leaders of the Political Groups, to implement minor variations of numbers and appointments of Members of Committees/SubCommittees, in order to comply with the proportionality requirements of the Local Government and Housing Act 1989.

Deputy – Democratic Services Manager

3. To exercise the powers set out in Section 31 of the Exeter City Act 1987 in respect of the restriction on the use of armorial bearings.

Deputy – Lord Mayor and PA Support Manager

4. To authorise the use of the Guildhall for private functions.

Deputy – Lord Mayor and PA Support Manager

5. To carry out the duties of the Electoral Registration Officer and/or arrange for the discharge of the Returning Officer’s duties.

Deputy - Electoral Services Manager

<b>Council Standing Orders</b>		
<b>Reference</b>	<b>Current entry</b>	<b>Proposed amendment</b>
<b>1</b>	Corporate Manager, Democratic & Civic Support	Director, Corporate Services
<b>6(1)</b>	Corporate Manager, Democratic & Civic Support	Democratic Services Manager
<b>6(2)</b>	Corporate Manager, Democratic & Civic Support	Democratic Services Manager
<b>6(3)</b>	Corporate Manager, Democratic & Civic Support	Democratic Services Manager
<b>8(3)(a)</b>	Corporate Manager, Democratic & Civic Support	Democratic Services Manager
<b>10(7)</b>	Corporate Manager, Democratic & Civic Support	Democratic Services Manager
<b>17(7)(a)</b>	Corporate Manager, Democratic & Civic Support	Democratic Services Manager
<b>17(1)(b)</b>	Corporate Manager, Democratic & Civic Support	Democratic Services Manager
<b>18</b>	Corporate Manager, Democratic & Civic Support	Democratic Services Manager
<b>19(A)1(a)</b>	Corporate Manager, Democratic & Civic Support	Democratic Services Manager
<b>32 (2) (a)</b>	The Chief Executive & Growth Director	Director, Corporate Services
<b>32(2)(c)</b>	<b>DELETE</b>	<b>DELETE</b>
<b>34 (1)</b>	Corporate Manager, Democratic & Civic Support	Democratic Services Manager
<b>34 (2)</b>	Corporate Manager, Democratic & Civic Support	Service Lead, Legal Services
<b>40</b>	Corporate Manager, Democratic & Civic Support	Democratic Services Manager
<b>44</b>	Corporate Manager, Democratic & Civic Support	Democratic Services Manager
<b>50</b>	Corporate Manager, Democratic & Civic Support	Democratic Services Manager
<b>55</b>	Corporate Manager, Democratic & Civic Support	Team Leader, ECL, Contracts, Procurement and Licensing
<b>NEW ENTRY as 55 (5)</b>		<b>New Entry</b> The Director, Corporate Services, shall be the Electoral Registration Officer, and In accordance with Section 52 and 54 of the Representation of the Peoples' Act 1983, the Council will provide the Electoral Registration Officer with such officers, accommodation and other resources as are in their opinion sufficient to discharge their statutory function

<b>NEW ENTRY as 55(6)</b>		<b>New Entry</b> The Director, Corporate Services, to be designated as the Council's Returning Officer
<b>Access to Information Rules</b>		
<b>Section 6 (c)</b>	Corporate Manager, Democratic & Civic Support	Democratic Services Manager
<b>11</b>	Corporate Manager, Democratic & Civic Support	Democratic Services Manager
<b>Executive Procedure Rules</b>		
<b>Section 5.3 (b)</b>	Corporate Manager, Democratic & Civic Support	Democratic Services Manager
<b>Strata Procedure Rules</b>		
<b>1.2 Proper Officer</b>	Corporate Manager, Democratic & Civic Support	Democratic Services Manager
<b>South East Devon Joint Habitat Regulations Joint Committee</b>		
<b>1.6 Proper Officer</b>	Corporate Manager, Democratic & Civic Support	Democratic Services Manager
<b>Petitions scheme</b>		
<b>All references to</b>	Corporate Manager, Democratic & Civic Support	Democratic Services Manager
<b>Members' Allowances Scheme</b>		
<b>Dependent Carer's Allowance</b>	Corporate Manager, Democratic & Civic Support	Democratic Services Manager
<b>Protocol for Recording and use of Social Media at Council and Committee Meetings</b>		
<b>2.1 Before the Meeting</b>	Corporate Manager, Democratic & Civic Support	Democratic Services Manager
<b>3.2 At the Meeting</b>	Corporate Manager, Democratic & Civic Support	Democratic Services Manager
<b>3.5 At the meeting</b>	Corporate Manager, Democratic & Civic Support	Democratic Services Manager

