

Council Constitution - Review and Amendments	26 November 2019
Corporate Policy and Resources Committee	For Decision

Linkage to Council Strategy (2015-19)	
Strategic Theme	Leader and Champion
Outcome	Provide civic leadership to our citizens
Lead Officer	Elizabeth Beattie
Cost: (If applicable)	

1.0 Introduction

- 1.1 A Council is required, under section 2 of the Local Government Act (Northern Ireland) 2014, to prepare and keep up-to-date a Constitution.
- 1.2 Causeway Coast and Glens Borough Council agreed their new Constitution in October 2015. This governs how the Council operates, how decisions are made, and the procedures which are to be followed to ensure efficiency, transparency and accountability to local people. Some of these processes are required by the law, while others are a matter for the Council to choose.
- 1.3 The Council's Constitution is divided into sixteen Articles which set out the basic rules governing the Council's business. More detailed procedures and codes of practice are provided in separate Rules and Protocols at the end of the document.

2.0 Proposed Amendments to Council Constitution

- 2.1 Please see below proposed amendments to the Council Constitution:

Item	Proposed Amendment
Part 1 – Articles of the Constitution Article 6 – Decision Making Structures 6.1 Form	Insert new monthly schedule for Council and Committee meetings and include the new Finance Committee in this schedule.
Part 1 – Articles of the Constitution Article 9 - Officers	Replace paragraph 9.3 with the following wording: <i>The Chief Financial Officer to the Council is the officer appointed by the Council to that position</i>

9.3 Functions of the Chief Financial Officer	<i>and, under current arrangements, is the Chief Executive officer of the Council. The Chief Financial Officer is responsible for the proper administration of the Council's financial affairs and for execution of all duties of the Chief Financial Officer as set out in the Local Government Finance Act (Northern Ireland) 2011.</i>
Part 2 – Responsibility for Functions (Annex 2)	Remove reference to Governance Sub Committee as this Sub Committee as this is now a Working Group. Include Terms of Reference for the new Finance Committee and amend terms of reference for Corporate Policy and Resources Committee.
Part 2 – Responsibility for Functions (Annex 3)	Remove reference to Legal Services as a joint arrangement with Derry City and Strabane District Council.
Part 3 – Rules of Procedure (3.3 Contracts Procedure Rules)	Replace link to Procurement Policy with link to revised Procurement Policy.
Part 3 – Rules of Procedure (3.4 Standing Orders)	Replace link to Standing Orders with link to revised Standing Orders.
Part 5 – Members Allowance Scheme	Replace Scheme of Allowance Payable to Councillors with revised Scheme of Allowance.

3.0 Recommendation

It is recommended that the Corporate Policy and Resources Committee recommend to Council approval of the proposed amendments to the Council Constitution as outlined in item 2.1.