

Date	Report Title	Recommendation(s)	Resolved that
03/07/2019	Democratic Renewal Motion	<p data-bbox="600 226 1525 322">'This Council believes that it is here to serve the needs of the District's residents by taking well informed and reasoned decisions to improve their lives and the built and natural environment of the District.</p> <p data-bbox="600 354 1525 450">This Council recognises that it needs to improve how it engages with the public, how it supports its Members to participate in its decision-making, and how it inspires and develops its employees.</p> <p data-bbox="600 481 1525 577">As a leading public body within Gloucestershire, the Council recognises that it can set an example for other public bodies, private companies, charities and voluntary sector bodies by how it operates.</p> <p data-bbox="600 609 1525 737">This Council therefore resolves to remove all gender-specific terms from its practices. Terms such as Chairman and Vice-Chairman are out-dated and send the wrong message to our residents, Members and employees about our commitment to equality of opportunity.</p> <p data-bbox="600 769 1525 928">It calls for its Officers, both directly and indirectly employed, to review their practices and procedures to ensure that they do not disadvantage residents, Members or employees based upon their sex, race, religion, disability, sexual orientation, gender identity or any other legally protected characteristic, recognising that everyone has unconscious bias.</p> <p data-bbox="600 960 1525 1168">It welcomes the initiative of the Chair and the Leader to trial holding Council and Cabinet meetings at different times to make it easier for Members and residents to participate and asks each of its committees to consider how they could engage residents and other Members more in their work. It requests Officers to gather feedback on the impact of these trials to share with Members when considering the municipal calendar for 2020/21.</p> <p data-bbox="600 1200 1525 1295">This Council supports the Leader's initiative to webcast its proceedings and those of its Cabinet and Committees as a key mechanism to widen access and understanding of the Council's decision-making process.</p> <p data-bbox="600 1327 1525 1461">This Council wishes to review its decision-making processes and the ways in which interested Members and the public can participate in those processes to improve the resulting decisions. It will therefore set up a task group consisting of six members (3 from the Liberal Democrat Group, 2 from the</p>	Motion agreed

		Conservative Group and one non-aligned Member) to consider the options available for the Council to amend its current Constitution to meet the goals set out in this motion, reporting back to Council before the end of this municipal year.'	
03/06/2020	Honorary Alderman	<p>(a) That the existing scheme for the appointment of Honorary Aldermen be reviewed and, in so doing, the Motion to continue the current scheme and make appointments in respect of former Councillors Sue Coakley; David Fowles; Chris Hancock; Nick Parsons; Lynden Stowe; and Len Wilkins be considered;</p> <p>(b) that, if appointments are continued, a Special Meeting of the Council be held to bestow the title on the former Councillors identified, on a date to be determined in consultation with the Chair of the Council.</p>	<p>(i) the Council make no further appointments under its Honorary Alderman scheme and therefore asks Officers to remove this scheme from its Constitution;</p> <p>(ii) the Council allow existing holders of this honorific to continue to use it if they so wish, but will not provide any special recognition or treatment for them that is not offered to other former members of the Council.</p> <p>(iii) That Officers be tasked with presenting suggestions for suitable Covid19 community awards to the July 2020 Council Meeting.</p>
03/06/2020	Report of the Constitution Working Group	<p>To consider further suggestions/issues arising out of the second meeting of the Constitution Working Group, relating to a number of the Council's Procedure Rules; and other associated items.</p> <p>(a) the amended draft Schedule of Meetings for 2020/21, as circulated at the Meeting, be approved;</p> <p>(b) the Head of Paid Service be given delegated authority, in consultation with the Chair and Leader of the Council to agree any necessary changes to the Schedule either prior to, or during, the municipal year;</p> <p>(c) for 2020/21, in addition to the Annual and Budget/Council Tax setting meetings, there shall be six ordinary business meetings of the Council; and that, as a result, the February Budget/Council Tax setting meeting will deal solely with Budget/Council Tax matters.</p> <p>(d) for 2020/21, Council meetings will remain either at 2pm or 6pm (in principle summer meetings (during BST) will be held at 6pm and winter meetings (during GMT) at 2pm, but with the exception being the February Budget/Council Tax meeting which will be held at 6pm);</p>	<p>(a) the recommendations arising from the second meeting of the Constitution Working Group be agreed;</p> <p>(b) the Monitoring Officer be authorised to make any necessary revisions to the Council's Constitution arising out of the decisions made by the Council.</p>

		<ul style="list-style-type: none"> (e) for 2020/21, the Planning and Licensing Committee will trial half of its meetings no earlier than 2pm (with the Committee being able to decide the exact start time at or after 2pm); (f) for 2020/21, Overview and Scrutiny and Audit Committee meetings shall start no earlier than 4pm (with those Committees being able to decide the exact start time at or after 4pm); (g) for 2020/21, meeting times for the Licensing Sub-Committees and the Appeals Committee shall be determined by the Members selected to participate, given the ad hoc nature of those meetings; (h) for 2020/21, the maximum duration of any one sitting of a meeting be set at 4 hours - and meetings at the time limit can either be adjourned or the business rescheduled to a subsequent meeting; (i) for 2020/21, at the conclusion of an item of business after three hours have elapsed, the meeting shall vote by a simple majority to continue for the final hour; (j) the restrictions at resolutions (h) and (i) above shall not apply to meetings of the Planning and Licensing Committee; (k) during the course of 2020/21, the Democratic Services Team be requested to survey all Members about their preference for the timing and location of full Council Meetings. (l) the Head of Paid Service be given delegated authority to make any necessary changes to the Constitution arising out of the Council's decisions. 	
03/06/2020	Report of the Constitution Working Group	<p>To consider further suggestions/issues arising out of the second meeting of the Constitution Working Group, relating to a number of the Council's Procedure Rules; and other associated items.</p> <p>The Council re-appoints the Constitution Working Group for the municipal year for 2020/21 with the nominations as submitted by the Liberal Democrat Group (4) and Conservative Group (2) and Cllr Ind;</p> <ul style="list-style-type: none"> (ii) Council agrees the recommendations in paragraph 2.2.4 of the report concerning questions at Council meetings; (iii) Council agrees the Working Group's proposals in 2.3.1 and 2.4.1 concerning the rules around submission of motions and debate; (iv) Council agrees the proposal in 2.6.1 to remove the requirement for Members to sign the record of attendance; (v) Council agrees the proposal in 2.8.1 to change the requirement for notice of substitution at committee meetings; 	<ul style="list-style-type: none"> (a) the recommendations arising from the second meeting of the Constitution Working Group be agreed; (b) the Monitoring Officer be authorised to make any necessary revisions to the Council's Constitution arising out of the decisions made by the Council.

		<p>(vi) Council agrees to delete the restriction around chairing committees listed in 2.9.1 of the report; (vii) Council agrees to the change for submission of items for discussion as described in 2.10.1;</p> <p>(viii) Council agrees to establish a Statutory Officer Appointments and Performance Committee with the membership, duties and responsibilities as described in paragraphs 3.3, 3.4, 3.5 and 3.6 of the report. This role of this Committee will replace the existing arrangements within the Constitution dealing with Statutory Officers referred to in 3.1. Council also agrees the five nominations to the new Committee made by the Liberal Democrat and Conservative Groups in addition to the Leader of the Council and the Leader of the largest Opposition Group.</p> <p>(ix) As part of the agreed local arrangements, if there is a need to have an Investigatory and Disciplinary Committee in relation to the Chief Executive, the membership of that Committee shall comprise three members drawn from the Statutory Officer Appointments and Performance Committee, to be politically balanced; and</p> <p>(x) This local arrangement will form part of the contractual arrangements to be agreed with the Chief Executive at the time of appointment (albeit with his/her right to revert to the entitlement specified within the JNC Conditions of Service).</p> <p>(a) That the Council considers the suggestions/issues arising out of the second meeting of the Constitution Working Group;</p> <p>(b) that the Monitoring Officer be authorised to make any necessary revisions to the Council's Constitution arising out of the decisions made by the Council.</p>	
03/06/2020	Appointment of Committees	<p>To consider changes to committee appointments and related arrangements proposed by the Administration.</p> <p>(a) That the Council considers the proposed changes, and makes decisions thereon;</p> <p>(b) that, if changes to the appointment of Committee Chairs and Vice-Chairs are agreed, appointments be made to those roles;</p> <p>(c) that the Constitution be amended to reflect any changes made</p>	<p>(i) Council agrees the committee sizes as proposed in 1.4 and agrees the nominations made by the Liberal Democrat and Conservative Groups and those of Councillors Ind and Maclean to the Planning and Licensing, Overview and Scrutiny and Audit Committees as listed;</p> <p>(ii) Council agrees that the appointment of Chairs and Vice-Chairs shall be made by the full Council with immediate effect, removing the requirement for committee meetings following the conclusion of the</p>

			<p>Annual Council Meeting and that the Constitution be amended accordingly;</p> <p>(iii) Council agrees to the appointment of a Vice-Chair of the Overview and Scrutiny Committee with an associated Special Responsibility Allowance of £2,500 per annum; and</p> <p>(iv) Council agrees the nominations to Chair and Vice-Chair of Planning and Licensing Committee, Vice-Chair of Overview and Scrutiny Committee and Chair of Audit Committee proposed by the Liberal Democrat Group and the Chair of Overview and Scrutiny Committee proposed by the Conservative Group.</p>
15/07/2020	Report of the Constitution Working Group	<p>To consider further suggestions/issues arising out of the recent meeting of the Constitution Working Group.</p> <p>(a) That the Council considers the recommendations of the Constitution Working Group; and</p> <p>(b) authorises the Monitoring Officer to make the necessary revisions to the Council's Constitution arising out of the decisions made by the Council.</p> <p>(c) The Council's Constitution should be amended to allow for the establishment of a Chief Executive Appeals Committee if required and following discussion and agreement with the Council's Chief Executive on their appointment.</p>	<p>(a) the Council's Constitution should be amended to allow for the establishment of a Statutory Officers Appeals Committee if required and following discussion and agreement with the Council's Chief Executive on their appointment;</p> <p>(b) authorises the Monitoring Officer to make the necessary revisions to the Council's Constitution arising out of the decisions made by the Council.</p>
29/07/2020	Scheme of Delegation	<p>The Leader introduced this report highlighting that under the Constitution it was required to ask Council for these changes.</p> <p>(a) All references to the Head of Paid Service be deleted and replaced with Interim Chief Executive;</p> <p>(b) The scheme of delegation makes it clear that the positions of Returning Officer and Electoral Registration Officer are held by Jan Britton;</p>	<p>Delegated authority is given to the Monitoring Officer to make the required changes to scheme of delegation.</p> <p><i>Note: This resolution is no longer applicable – the constitution has been updated as follows:</i></p> <ul style="list-style-type: none"> - <i>Except where the statutory requirement exists, all references to the Head of Paid</i>

		(c) All references to the Group Manager for Legal Services are deleted and replaced with Interim Head of Legal.	<p><i>Service deleted and replaced with Chief Executive</i></p> <ul style="list-style-type: none"> - <i>The Scheme of Delegation has been updated, identifying the Chief Executive as the Returning Officer and Electoral Registration Officer</i> - <i>References to Group Manager for Legal Services or Interim Head of Legal Services have been replaced with Head of Legal Services.</i> <p>-</p>
18/11/2020	Planning Protocol and Scheme of Delegation	<p>A report setting out proposed changes to Part E5 of the Constitution - Planning Protocol Guidelines for Councillors and Officers and a revised planning scheme of delegation.</p> <p>That Full Council agrees the revised Protocol (Annex B) and Scheme of Delegation (Annex C) and gives delegated authority to the Monitoring Officer to make the consequential amendments to the Constitution.</p>	<p>(a) the revised Protocol (Annex B) and Scheme of Delegation (Annex C), be approved;</p> <p>(b) delegated authority be given to the Monitoring Officer to make the consequential amendments to the Constitution.</p>
20/01/2021	Terms of Reference – Crime and Disorder Committee	<p>The Council's Constitution, Article 7 for Overview and Scrutiny Committee states that the Committee has all the powers and functions, powers and duties conferred by Section 19 of the Police and Justice Act 2006 and to act as the Council's Crime and Disorder Committee.</p> <p>(a) To approve the terms of reference for the Crime and Disorder Committee;</p> <p>(b) The Monitoring Officer make the recommended changes to the Council's Constitution, in the terms of reference for the Overview and Scrutiny Committee.</p>	<p>(a) To approve the terms of reference for the Crime and Disorder Committee;</p> <p>(b) The Monitoring Officer make the recommended changes to the Council's Constitution, in the terms of reference for the Overview and Scrutiny Committee.</p>
20/01/2021	Adoption Of LGA Model Code of Conduct, Appointment & Remuneration of Independent Persons	<p>It is recommended that</p> <p>a) Council adopts the Local Government Association Model Code of Conduct with effect from the 1st March 2021</p> <p>b) Council notes that the Monitoring Officer will carry out training prior to it coming into effect.</p>	<p>(a) Council adopts the Local Government Association Model Code of Conduct with effect from the 1st March 2021</p> <p>(b) Council notes that the Monitoring Officer will carry out training prior to it coming into effect.</p> <p>(c) Phyllida Pyper and John Acton are appointed as Independent Persons with immediate effect and that Michael Pagett-Wilkes is re-appointed as</p>

		<p>c) Phyllida Pyper and John Acton are appointed as Independent Persons with immediate effect and that Michael Pagett-Wilkes is reappointed as Independent Person, all appointments to be for a maximum of one year.</p> <p>d) The Independent Persons are paid an all-inclusive allowance of £1000 per annum on a monthly basis.</p>	<p>Independent Person, all appointments to be for a maximum of one year.</p> <p>(d) The Independent Persons are paid an all-inclusive allowance of £1000 per annum on a monthly basis.</p>
14/07/2021	Refresh of the Constitution: Responsibility for Functions, Non-Executive Scheme of Delegation to Officers, Planning Protocol, & Financial Rules	<p>To update Council on the work and recommendations of the Constitution Working Group who have been modernising the Constitution.</p> <p>That Council:</p> <p>I. Adopt the updated Responsibility for Functions at Appendix</p> <p>II. Adopt the revised Non-Executive Officer Scheme of Delegation at Appendix 4.</p> <p>III. Adopt the updated Planning Protocol at Appendix 6.</p> <p>IV. Adopt the updated Finance Rules at appendix 7. Authorise that the Monitoring Officer:</p> <p>V. Be authorised to update the Constitution to reflect the inclusion commitments of the Council, changing 'he or she' to 'he, she or they' and change 'his or her' to 'his, her or their'.</p> <p>VI. be authorised to publish a final clean version of the constitution (removing track changes, correct any numbering, editing or formatting errors).</p>	<p>I. the updated Responsibility for Functions at Appendix 2 is adopted;</p> <p>II. the revised Non-Executive Officer Scheme of Delegation at Appendix 4 is adopted;</p> <p>III. the updated Planning Protocol as outlined at Appendix 6, is adopted;</p> <p>IV. the updated Finance Rules as outlined at appendix 7, is adopted;</p> <p>V. the Monitoring Officer is authorised to update the Constitution to reflect the inclusion commitments of the Council, changing 'he or she' to 'he, she or they' and change 'his or her' to 'his, her or their'; and</p> <p>VI. the Monitoring Officer is authorised to publish a final clean version of the constitution (removing track changes, correct any numbering, editing or formatting errors).</p>
25/05/2022	Changes to the Constitution – update to the Council Procedure Rules	<p>To seek agreement to make two changes to the Council Procedure Rules, Part D, of the Constitution - removing the requirement that no member of the Council holds the office of Chair of the Council, or Chair of a Committee, for a continuous period of more than three years. Additionally, introducing a new requirement that the Chair of Overview & Scrutiny Committee must always be a member from an opposition party.</p> <p>The Council Procedure Rules, Part D of the Constitution are amended with immediate effect to:</p> <p>i) remove the requirement that no member of the Council holds the office of Chair of the Council, or Chair of a Committee, for a continuous period of more than three years;</p>	<p>That the Council Procedure Rules, Part D of the Constitution are amended with immediate effect to remove the requirement that no member of the Council holds the office of Chair of the Council, or Chair of a Committee, for a continuous period of more than three years, and introduce a requirement that the Chair of Overview & Scrutiny Committee must always be a Member from the opposition</p>

		ii) introduce a requirement that the Chair of Overview & Scrutiny Committee must always be a member from an opposition party.	
06/06/2022	Whistleblowing Policy	(a) That Cabinet approves and adopts the Policy attached to this report and; (b) That Cabinet authorise the Monitoring Officer to approve future minor amendments to the Policy in consultation with the Counter Fraud and Enforcement Unit, Legal Services and the Leader of the Council.	That Cabinet approved and adopted the Policy attached to the report, and authorised the Monitoring Officer to approve future minor amendments to the policy in consultation with the Counter Fraud and Enforcement Unit, Legal Services and the Leader of the Council
20/07/2022	Additions to the Constitution: a) Budget Protocol & b) Social Media Guidance For Members	That Council: Adopts the Budget Council Protocol for inclusion in the Council's Constitution. Adopts the Members' Social Media Policy, as an annex to the existing Elected Members' Code of Conduct, for inclusion in the Council's Constitution.	That Council agreed to adopt the Budget Council Protocol for inclusion in the Council's Constitution, and agreed to adopt the Members' Social Media Policy, as an annex to the existing Elected Members' Code of Conduct, for inclusion in the Council's Constitution.