
REPORT TO:	COUNCIL	AGENDA ITEM:13
DATE OF MEETING:	21ST JANUARY 2016	CATEGORY: DELEGATED
REPORT FROM:	MONITORING OFFICER	OPEN
MEMBERS' CONTACT POINT:	ARDIP KAUR (EXT. 5715) (ardip.kaur@south-derbys.gov.uk)	DOC:
SUBJECT:	CONSTITUTION – UPDATED DOCUMENTS	REF:
WARD(S) AFFECTED:	ALL	

1.0 Recommendations

- 1.1 That Council approve and adopt the Codes and Protocols at **Appendices A - E** to this report to form Part 5 of the Council's Constitution.
- 1.2 That Council approve and adopt the Responsibilities for Functions (Committees) documents attached at **Appendix F** to this report to form Part 3 of the Council's Constitution.
- 1.3 That Council approve and adopt the current Management Structure document attached at **Appendix G** to this report to form Part 7 of the Council's Constitution.

2.0 Purpose of Report

- 2.1 To consider documents that form part of the Council's Constitution.

3.0 Detail

- 3.1 Members are asked to consider and approve the attached documents which will form part of the Council's Constitution.
- 3.2 The Codes and Protocols included at Appendices A – E are as follows;
 - Protocol for the use of IT by Members;
 - Employee Code of Conduct;
 - Protocol for Member/Employee Relations;
 - Monitoring Officer Protocol;
 - Appointment Procedure for Chief Executive and Directors.
- 3.3 The Responsibilities for Functions documents forms part of the Council's Constitution. The opportunity has been taken by the Corporate Management Team to review the documents and amend accordingly.
- 3.4 The Management Structure document has been updated in line with organisational change.

4.0 Financial Implications

4.1 None directly arising from this report.

5.0 Corporate Implications

5.1 The approved documentation will provide a clear and effective resource within the Council's Constitution

6.0 Community Implications

6.1 None arising directly from this report.

7.0 Background Papers

Protocol for the use of IT by Members

Employee Code of Conduct

Protocol for Member/Employee Relations

Monitoring Officer Protocol

Appointment Procedure for Chief Executive and Directors

Responsibilities for Functions (Committees)

Management Structure Chart