

## ADJUSTMENTS TO CONSTITUTION

### 1 SUMMARY

- 1.1 This report asks Council to endorse adjustments to the Constitution.

### 2 INTRODUCTION

- 2.1 A number of pages within the Council's Constitution now need adjustment to take account of recent decisions in relation to the move from Area Committees to Community Forums and the organisational restructure.

### 3 DISCUSSION

- 3.1 For the 2011/12 Municipal Year the Council will have moved from Area Committees to Community Forums. Some changes to the organisational structure came in to place with effect from 1 April 2011.
- 3.2 The Constitution has been reviewed and the changes that are needed identified. The key parts in question are Article 10 (Forums) and Part 7 (Management Structure). Copies of replacement pages relating to these are appended. A number of consequential changes (removing references to Area Committees etc) will need to be made throughout the Constitution. A copy of the complete Constitution showing all of the consequential changes has been placed in the Members' Library.

### 4 RECOMMENDATION

- 4.1 It is proposed that the Council **RESOLVES** to endorse adjustment to pages in the Constitution to reflect recent changes.

Albert Bugeja

Head of Legal, Estates & Member Services

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#### Background Papers:-

None.

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## Article 10 – Community Forums

### 10.1 Purpose

Community Forums provide a facility for residents to put questions direct to their elected representatives and receive immediate answers where possible.

### 10.2 Composition

The Council will appoint an East and West Community Forum comprising the Councillors of specified Wards as follows:-

#### East Community Forum (20 Councillors)

Ashingdon and Canewdon; Barling and Sutton; Foulness and Great Wakering; Hawkwell North; Hawkwell South; Hawkwell West; Rochford; Hockley Central; Hockley North and Hockley West.

#### West Community Forum (19 Councillors)

Downhall and Rawreth; Grange; Lodge; Rayleigh Central; Sweyne Park; Trinity; Wheatley; Whitehouse and Hullbridge.

Representatives of the Police, Fire, Health Service and other bodies will be asked to attend as appropriate, as well as Essex County Councillors and officers. There will be an open invitation to Parish/Town Councillors.

### 10.3 Chairman

Community Forums will be chaired by the Leader of the Council who will request attendance of one or more Portfolio Holder, as deemed appropriate by the Leader. The Chief Executive, or exceptionally the Chief Executive's representative, will attend all meetings.

### 10.4 Frequency

There will be four regular Community Forum meetings held annually and included in the Municipal Calendar, two in the East and two in the West of the District. Should additional meetings be required they will follow the format utilised for scheduled meetings.

