

PART 9 – MISCELLANEOUS ITEMS

D – Constitution Version Control and Changes

Version Control

Version	Date	Authority	Changes	Relevant Part of Constitution
18.6	26/6/19 (CRWG)	Council	New Version	Various
19.1	8/4/19	MO in conjunction with Chairman of CSC (Article 14.2)	Proof-reading changes prior to publication	Various
19.2	31/5/19	Council 21/5/19	Cabinet, committee appointments	Part 9B
			Addition of Old Windsor to Windsor Town Forum wards covered	Part 6
			Reduction in Licensing Panel membership to 11	Part 6
19.3	27/6/19	Council 25/6/19	Reinstatement of supplementary questions for members of the public and Councillors	Part 2
		MO in conjunction with Chairman of CSC (Article 14.2)	Removal of reference to £40 allowance for ICO registration	Part 9A
			Amendment to Article 14 to correctly refer to Part 6 for ToR for CSC	Part 1
19.4	25/9/19	Council 24/09/19	Amendment to Terms of Reference for Area Forums	Part 6
	1/10/19	MO in conjunction with Chairman of CSC (Article 14.2)	Scrutiny Officer	Part 1
			Updated job titles as a result of restructure w.e.f. 1/10/19	Throughout
19.5	13/11/19	MO in conjunction with Chairman of CSC (Article 14.2)	Clarification of role of Chief Finance Officer	Part 5 para 7.4
		N/A	Appending of Cabinet role descriptions	Appended to Part 9C
20.1	3/1/20	Council 17/12/19	School Improvement Forum, Terms of Reference	Part 6
20.2	24/3/20	Council 18/3/20	Emergency Powers of MD	Part 5
		MO in conjunction	Removal of references to <i>Executive</i> Directors	Throughout

Version	Date	Authority	Changes	Relevant Part of Constitution
		with Chairman of CSC (Article 14.2)		
20.3	17/4/20	MO in conjunction with Chairman of CSC (Article 14.2)	Amendments to references to CLT to reflect new structure	Part 3B (5. Virement), Part 8A (8.1/14.1), Part 8C (F1.12/F2.53/F2.63)
			Clarification of role of MD in relation to ERO/RO role	Part 5 (Para 3)
20.4	28/5/20	Extraordinary full Council 26/5/20	Amendments to DM Panels – ToR, public speaking	Part 6 and Part 7F
20.5	24/6/20	Full Council 23/6/20	Various– see Council report	Parts 2, 3 ,4 ,5 ,6, 7A, 8A, 8C
20.6	30/7/20	Full Council 28/7/20	Amendments to Tor of Corporate O&S, establishment of Audit and Governance Committee; inclusion of Cabinet Transformation Sub Committee	Part 4B, Part 6, Part 8C, Part 3
20.7	30/10/20	Full Council 27/10/20	Amendments to TOR for Berkshire Pension Fund	Part 6A
	20/11/20	MO in conjunction with Chairman of CSC (Article 14.2)	Amendments to Allowances Scheme	Part 9A
20.8	15/12/20	MO in conjunction with Chairman of CSC (Article 14.2)	Clarification of appointment of Leader at Annual Council	Part 1A para 2.4, Part 1B Art. 6.3 and Part 2C para 1.1
		MO in conjunction with Chairman of CSC (Article 14.2)	Editorial amendments to procedure rules for clarity	Part 2C: 13r, 14.7a/b, 14.8, 25.2
			Functions of full Council – updating to current policies	Part 1.1
			Contract Procedure rules – updated EU thresholds and new references to procurement portals	Part 8A
		MO in conjunction with Chairman of CSC (Article 14.2) <i>and</i>	Code of Conduct – add in mandatory equality and diversity training	Part 7 Av

Version	Date	Authority	Changes	Relevant Part of Constitution
		Full Council 27/10/20		
		Full Council 27/10/20 <i>(amendments delayed until all three councils agreed changes)</i>	AfC Joint Committee terms of reference	Part 6 C4
		Chairman of Cabinet	Updated Cabinet role descriptions	Addendum
20.9	10/3/21	Full Council 23.2.21	Member Allowances increased by 2% from 1 April 2021	Part 9A Paragraphs 4, 18 and Schedule 1
		Extraordinary Full Council 2.3.21	Delegation to RO to designate polling stations	Part 2B Table 2
21.1	4/5/21	Full Council 27.4.21	Full Council rules of procedure/debate Petitions Protocol – changes to procedure incl. petitions for debate Managing Director job title changed to Chief Executive, updated CLT membership Deletion of Constitution Sub Committee Deletion of reference to Justices licence Code of Conduct – adoption of LGA Model code	Part 1A, Article 4; Part 2C Part 2C, Part 7G Part 1 CLT structure, all references throughout constitution Part 6 Part 5 Part 7A
		MO in conjunction with Chairman of CSC (Article 14.2)	Consequential amendments re change from the Constitution Sub Committee to Working Group References to 'Lead Member' amended to 'Cabinet Member'	Part 1A, Article 14 Throughout

Version	Date	Authority	Changes	Relevant Part of Constitution
21.2	1/8/21	MO in conjunction with Chairman of CWG (Article 14.2)	FOIA 2000 – qualified officer	Part 5
		Full Council 29/6/21	DM Committees	Part 2C29.4, Part 6B1 and Part 7F
21.3	9/12/21	Full Council 23/11/21	DM Committees – substitutes Members Code of Conduct – recurring gifts Communications Protocol	Part 6 Part 7A New Part 7K
		MO in conjunction with Chairman of CWG (Article 14.2)	DM Committees -align with changes agreed June 2021 Updating CLT Members Access to Information – confidential info – alignment with 10.1 New e-petitions website/contact details	Part 2C Table 2 Part 1A 11.2b) Part 8E Para 23.1 Part 7G
22.1	22/2/22	MO in conjunction with Chairman of CWG (Article 14.2)	DM Committee registration of speakers only after agenda published Contract rules – thresholds and waiver process	Part 7F Part 8A
	1/4/22	Members' Allowance Scheme	Annual indexation	Part 9A
		Delegated authority to relevant Executive Director - Resources	Updates – Head of Revenues, Benefits, Library and Resident Services	Part 5B Addendum
22.2	24/5/22	Annual Council	O&S Panel structure	Part 1, Part 4A
22.3	24/10/22	Full Council 27/9/22	Members Allowance Scheme – removal of	Part 9A

Version	Date	Authority	Changes	Relevant Part of Constitution
			BWDMP SRA; requirement to notify HoG by 1 April each year if wish to renounce any allowances	
			Members Code of Conduct – interests to be declared	Part 7A
		MO in conjunction with Chairman of CWG (Article 14.2)	Members Code of Conduct – clarification of role of IP at Sub Cttee hearing; reference to multiple complainants	Part 7A
			Attendance sheet; cancellation of meetings	Part 2C
			Change of Director from Place to Resources	Part 8D, Para 3
			Updates to membership of HWB	Part 6 C3
22.4	2/12/22	Full Council 22/11/22 <i>and</i> MO in conjunction with Chairman of CWG (Article 14.2)	Contract rules Subsequent amendments relating to concession contracts	Part 8A
		MO in conjunction with Chairman of CWG (Article 14.2)	Restructured section for clarity - to reflect questions are responded to in writing and then supplementary questions are allowed Membership of Cabinet Sub Committee Named officer with delegated authority to agree interim grants to voluntary organisations; removal of reference to revenue grants and	

Version	Date	Authority	Changes	Relevant Part of Constitution
			frequency amended to as required	
22.5	12/04/23	MO in conjunction with Chairman of CWG (Article 14.2)	Change of Director from Resources to Place	Part 8D, Para 3
23.1	24/05/23	Annual Council 23.05.23	Political Balance & Appointments of Panels	Part 9B
23.2	02/08/23	Council 25.07.23	Reduction of signatures required from 1500 to 1000	Part 2 – The Full Council Part 7G – Petition Protocol