

22 January 2014

## REPORT OF THE MONITORING OFFICER

### **7.1 Revision to the Constitution**

The Monitoring Officer submits a report that seeks approval to suggested amendments to the Council's Constitution, specifically; new Contract Procedure Rules and associated Finance Procedure Rules; and a revision to Article 6 (Part 2, Key Decisions) relating to the Council's role as accountable body.

A copy of the report and the revised Contract Procedure Rules is attached.

Full Council is asked to approve the new Contract Procedure Rules, associated amendments to the Finance Procedure Rules and the revision to Article 6 (Part 2, Key Decisions).

### **7.2 Access to Information Procedure Rule 17 – Monitoring Report**

The Monitoring Officer submits a report which meets the Constitutional requirement to report to Council on the use of the special urgency provisions whereby Key Decisions are taken without the due notice required by Rule 13 of the Access to Information Procedure Rules.

The report is attached.

Council is asked to note that the Special Urgency provisions were used once in the preceding quarter, in the circumstances set out at 3.5 of the report.

**Kamal Adatia,  
Monitoring Officer**