

## APPENDIX 4 - CONSTITUTION – CHANGE LOG – MAY 2015 ONWARDS

AMENDMENT	DATE ACTIONED
Part 6 – Executive Function Rules	20 May 2015
Appendix 2 – Committee Membership	20 May 2015
Part 8 – Officers Rules and Procedures	25 May 2015
Part 9 – Councillors	25 May 2015
Part 5 – Terms of Reference	14 July 2015
Part 8.2 – Officer Employment Rules	14 July 2015
Part 9 – Members Allowances	6 August 2015
Part 2 – Articles 6 and 11	13 October 2015
Part 5 – Personnel Committee	13 October 2015
Part 7 – Resources Scrutiny Committee and Decisions not subject to call-in	13 October 2015
Part 9 – Members Allowances	13 October 2015
Part 2 – Articles 11 and 14	22 March 2016
Part 8 – Contents (page numbers) Part 8.1 – Delegation to Officers Part 8.2, para 6.3 (typo)	22 March 2016
All parts updated following amendments to committee structure, councillors' allowances' scheme, contract standing orders, call-in rules of procedure and annual appointments to committees/advisory bodies, including some minor amendments.	9 June 2016
Appendix 2 – Changes to committees	1 July 2016
Part 4.2, paragraph 24 (Recording meetings) Part 5.2, paragraph 26 (Recording meetings) Part 6.2, sub-paragraph 1.9 (Recording meetings) Part 6.4, sub-paragraph 11.2.1 (Publicity – key decisions) Part 9.2, Annex 3, sub-paragraph 3.7 (Arrangements for dealing with members' Code of Conduct complaints) Appendix 2 (Committee Membership)	18 October 2016
Part 6 – THE EXECUTIVE FUNCTIONS, RULES AND PROCEDURES Annex A – Members of the Executive	12 May 2017
Appendix 1 – Register of Members	1 June 2017
Appendix 1 Register of Members, Appendix 2 – Membership of Cttee's Appendix 3 – Structure chart	25 July 2017
Appendix 2 – Membership of Cttee's	10 August 2017

Part 9 – Members Allowance Scheme	11 September 2017
Part 8 – Officer delegations	12 January 2018
Appendix 2 – Membership of Cttee's Appendix 3 – Structure chart	12 April 2018
Part 8 – Officer delegations	24 April 2018
Part 9 – Member Allowance Scheme	24 April 2018
All parts – removed reference to Shepway District Council	24 April 2018
Part 9 – Member Allowance Scheme p.9/81	30 August 2018
Appendix 3 – Management Structure	24 October 2018
Part 8 – Officer delegations	21 January 2019
Part 9 – Member allowance scheme	3 April 2019
Appendix 1 – Register of Members	7 May 2019
Appendix 2 – Membership of Cttee's	23 May 2019
Part 6 – Executive Functions, rules and procedures	23 May 2019
Part 6 – Executive Functions, rules and procedures	24 May 2019
Part 10 - Financial Procedure Rules, Contract Standing Orders and Auditing the Council'	2 July 2019
Part 4 (paragraph 12.6) – as per motion at Council on 25 September 2019	27 September 2019
Part 5 (paragraph 6.2) – as per motion at Council on 16 October 2019	17 October 2019
Appendix 1 and 2 – Change of name (Cllr Keutenius, formerly Dorrell).	27 November 2019
Part 10 – Contract Standing Orders	24 December 2019
Part 6 – Cabinet Membership Appendix 2 – committee membership	1 February 2020
Part 6 – Cabinet Membership	19 February 2020
Appendix 2 - Committee membership	1 June 2020
Appendix 3 – Management structure	2 June 2020
Part 8 – officer delegations	5 June 2020
Appendix 2 – Membership of Cttee's	3 July 2020
Part 8 – officer delegations	28 September 2020
Part 7 – Overview and Scrutiny rules Part 2 – Articles of the constitution Appendix 2 – membership of Committees	7 October 2020
Part 9 – Code of Conduct complaints	30 November 2020
Part 10 – Contract Standing Orders	24 December 2020
Part 7 – Update to Overview and Scrutiny Terms of Reference	7 January 2021
Part 12 – removal of reference to East Kent Housing joint arrangements and part 6 (Executive delegations to East Kent Housing)	2 February 2021

Part 10 – Financial Procedure rules - minor updates to reflect current legislation and regulations.	22 April 2021
Part 7 – Overview and Scrutiny Terms of Reference (update following agreement at Annual Meeting of the Council)	7 May 2021
Appendix 2 – update to Cttee Membership (following changes at Annual Meeting of the Council)	7 May 2021
Part 2 Article 4 – addition of policies and strategies into the Policy Framework (following decision at Annual meeting of the Council)	7 May 2021
Part 10 – Financial Procedure rules Update to the Contract Standing orders to include the reference to the specific changes such as Find A Tender Services (FTS) and the deletion of reference to Light Touch Regime (LTR), which not applicable anymore post Brexit, as tenders are no longer published on OJEU for the cross-border interest.	20 May 2021
Part 9 – Councillors, Appendix 1 Table of Allowances updated to reflect increase in figures applicable from April 2021 based on September 2020 CPI index	June 2021
Part 10 - Financial Procedure rules – removal of references to ‘Heads of Service’, to reflect current structure of Council	16 September 2021
Part 6.1 – Annex B – change to leader’s delegations (Cabinet Member for Digital Transformation has taken on Transport).	17 September 2021
Part 10 – Contract Standing orders – statutory update to financial thresholds, to take effect 1 Jan 22	23 December 2021
Part 6 – Cabinet Member responsibilities (Leader taking on Planning policy and Cabinet Member for the District economy taking on communications and PR, WEF 1 Jan 22).	4 January 2022
Appendix 3 – update to Management structure	1 April 2022
Part 9 – uprating of Member allowances	4 April 2022
Part 8 – changes to officer delegations, to reflect changes to organisational structure	25 April 2022
Part 2 and Part 4 – Update to policy framework following Annual Council meeting (addition of various policies and removal of Budget Strategy and Treasury	5 May 2022

Management Strategy)	
Part 2/27, para 11.1.2(a) – update to Chief Officer titles	5 May 2022
Part 5, Personnel Terms of reference updated following approval at Annual meeting	5 May 2022
Appendix 2 – committee membership updated to reflect changes made at Annual meeting	5 May 2022
Parts 2 and 4 – update to the Policy framework to remove references to outdated policies (Crime & Disorder Reduction Strategy; the Drugs & Alcohol Strategy and the Sustainable Community Strategy)	14 June 2022
Part 10 – Contract Standing Orders – two minor amendments (one a correction, the other updated wording without operational change)	10 Jan 23
Appendix 2 – Management Structure. Updated to reflect organisational changes	24 Jan 23
Part 8 – update to officer delegations to reflect officer and officer structural changes	16 May 2023
Part 6 – Cabinet Members – altered to reflect names of new cabinet members and their new portfolios Appendix 2 – List of cttee appointments – altered to show changes made at Annual meeting Appendix 1 – Register of Members	25 May 2023
Appendix 2 – change to P&L membership	26 May 2023
Part 6 – change in Cabinet Member title (The Cabinet Member for Climate Change and Transport renamed to Climate, Environment and Bio Diversity)	30 May 2023
Appendix 2 - Further changes to cttee membership (changes to A&G, OSC and P&L membership for the green group)	1 June 2023
Part 6 – change to 2 x cabinet responsibilities and 1 change to membership	1 June 2023
Appendix 2 – Changes to cttee membership (OSC and A&G)	18 July 2023
Appendix 2 – Management Structure. Updated to reflect organisational changes	4 August 2023
Part 10.2 - Contract Standing orders update to the CSOs following <a href="#">PPN 11/23</a> .	12 January 2024

Part 9 0 – member allowances (uprated for new financial year)	2 April 2024
Part 8 – update to officer delegations to reflect officer and officer structural changes	26 April 2024