



**Report Reference Number: C/21/10**

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**To: Council**  
**Date: 21 December 2021**  
**Ward(s) Affected: All**  
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## **Title: Constitution Update**

### **Summary:**

The purpose of this report is to set out any administrative changes to the Constitution that have been made under delegation by the Monitoring Officer since the last approval by Council.

### **Recommendations:**

To note the administrative changes made by the Monitoring Officer since the last amendments were reported to Council in April 2021.

### **Reasons for recommendation**

To ensure the constitution is up to date and fit for purpose.

#### **1. Introduction and background**

1.1 The constitution is a key document in the Corporate Governance Framework of the Council. The two overarching principles of good governance as set out in the CIPFA code are:

- Behaving with integrity, demonstrating strong commitment to ethical values and respecting the rule of law
- Ensuring openness and comprehensive stakeholder engagement.

1.2 A review is undertaken of the Constitution on a regular basis to consider whether there are any changes required as a result of legislative change, any recommendations from internal or external auditors or in the light of experience and best practice.

1.3 Under Article 14 of the Constitution responsibility for the Constitution lies with the Monitoring Officer. Since the Monitoring Officer last reported to Council in April 2021, further administrative changes have been made including changes to reflect reallocation of management responsibilities. The changes are set out in Appendix A to this report.

## **2. The Report**

2.1 The Monitoring Officer has had regard to any changes to legislation, and best practice, and has made administration changes under delegation since the last time the Constitution was reported to Council. She can confirm that it is fit for purpose in its current form.

## **3. Alternative Options Considered**

None – these changes to the Constitution are required to ensure it is up to date.

## **4. Implications**

### **4.1 Legal Implications**

A local authority is under a duty to prepare and keep up to date its constitution under the Local Government Act 2000 as amended.

### **4.2 Financial Implications**

None

### **4.3 Policy and Risk Implications**

If the Constitution is not up to date there is a risk that decisions will not be made on a lawful basis.

### **4.4 Corporate Plan Implications**

None

### **4.5 Resource Implications**

None

### **4.6 Other Implications**

None

### **4.7 Equalities Impact Assessment**

Not required.

**5. Conclusion**

Following review and administrative changes the Constitution remains up to date and fit for purpose.

**6. Background Documents**

None

**7. Appendices**

Appendix A – Table of administrative changes made.

***Contact Officer:***

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