



Report to Council

Date: 9 December 2020

Title: Review of Urgent and Minor Amendments to the Constitution

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Recommendations: Council is asked to:-

- 1. Note the changes made to the Council's Constitution by the Monitoring Officer as appended.**

A schedule of the amendments which have been made by the Monitoring Officer under her delegated powers is appended for Council to note.

Content of report

- 1.1 The Monitoring Officer has authority to make minor amendments and corrections to the Constitution as detailed in Part A paragraph 1.62 of the Constitution. As part of this it expected that the Constitution will be maintained and kept up to date.
- 1.2 It is considered that minor amendments includes clarifications, necessary textual revisions to ensure separate sections of the Constitution are consistent, work together as a whole and reflect any changes to legislation as indicated by the delegation given by the Shadow Council on 27 February 2020 in respect of changes to the draft Constitution.
- 1.3 Since approval of the Constitution on 27 February 2020 it has been necessary to make a number of minor amendments to the Constitution to ensure it is consistent, correct minor errors and reflects updated legislation, including in relation to coronavirus. A schedule of the amendments which have been made by the Monitoring Officer under her delegated powers is appended for Council to note.
- 1.4 Notification of changes would normally have been presented to both the Standards and General Purposes Committee and Audit and Governance Committee prior to

coming to Council, however due to the timings of Committee meetings this was not possible and therefore this report and the appendix have been provided to the Chairmen and Vice-chairmen of both Committees. The Chairmen made suggested useful amendments which are reflected in this report and the Appendix.

- 1.5 The Shadow Council also resolved to have a review of the Constitution in April 2021 to ensure the Council's operation as a new authority was properly supported and governed by the Constitution.
- 1.6 The process for review of the Constitution has started – as changes to the Constitution will normally be via recommendation from the Standard and General Purposes Committee and the Audit and Governance Committee, a Working Group has been set up comprising the Chairman and Vice-Chairmen of each of those Committees.
- 1.7 The Working Group has had one meeting and agreed that an information gathering exercise from both officers, members and, where appropriate, other stakeholders, should be carried out. The aim is for information gathering to take place in the New Year. This is to include the issue of planning call in by Town and Parish Councils. The information gathering will be used to inform proposed changes in conjunction with the Working Group and once formal changes have been drafted can be put forward to Council via the Committees.
- 1.8 The Working Group also agreed that to assist the use of the Constitution minor changes would normally only take place on a bi-annual basis and for reference purposes there should be a version control record.

Other options considered

- 1.9 Report for noting only.

Legal and financial implications

- 1.10 None except as set out in the body of the report.

Corporate implications

- 1.11 The effectiveness of the Constitution is central to the operation of the Council as a whole and supports transparency, governance and good decision making. Reviews to ensure the Constitution is fit for purpose and effective should be undertaken regularly.

Consultation and communication

- 1.12 Report for noting only.



Next steps and review

Continue with information gathering.

Background papers

None

