

**REPORT OF**     **Head of Legal and Governance (& Monitoring Officer)**

**To:**             **Full Council**

**Subject:**       **Constitution Update 2024**

**Date:**          **22<sup>nd</sup> January 2024**

**PURPOSE OF REPORT:**

To seek Full Council's approval for updates to the Constitution.

**1. INTRODUCTION**

It is proposed that the Council's Constitution should be updated to take account of various changes and proposed amendments identified since it was last issued. The Monitoring Officer role includes monitoring the Constitution and making recommendations for ways it could be improved to better achieve the purposes the Constitution is intended to achieve. These recommendations may arise from observations during Committee meetings, discussions with Officers and Members, comparison with other local authorities and recognised best practice.

**2. REPORT**

This report proposes some changes to the Council's Constitution which are summarised below:

**a) Delegations to Officers:**

Currently a number of Delegation to Officers are not delegated to the correct Senior Management Officer. **Appendix A** has updated the Delegation to Officers to correct this. The changes that have been made are as follows and are highlighted in red in Appendix A:

<b>Department</b>	<b>Current Delegation Officer</b>	<b>Proposed Delegation Officer</b>
Development Control	Chief Executive	Head of Communities and Place
Community Planning	Chief Executive	Head of Communities and Place
Building Control	Chief Executive	Head of Communities and Place
Housing	Chief Executive	Head of Legal and Governance
Waste	Chief Executive	Head of Communities and Place
Abandoned Vehicles	Chief Executive	Head of Communities and Place
Road Traffic & Car Parking	Chief Executive	Head of Communities and Place



Department	Current Delegation Officer	Proposed Delegation Officer
Streets	Chief Executive	Head of Communities and Place
Harbour Undertaking	Chief Executive	Head of Communities and Place
Economic Development	Chief Executive	Head of Communities and Place
Culture & Leisure Services	Chief Executive	Head of Communities and Place
Human Resources	Head of Legal and Governance	Chief Executive

**b) Delegations to Officers- Legislation:**

The legislation listed in the current delegation to Officers is out of date. All proposed Legislation changes have been highlighted in green in Appendix A.

**3. IMPLICATIONS**

Legal Implications

Non-administrative changes to the Constitution need to be approved by Full Council.

Financial Implications

N/A

Human Resources Implications

N/A

Sustainability/Biodiversity Implications

N/A

Equality/Diversity

The Constitution should incorporate relevant legal and good practice requirements.

Risk Management

N/A

Compliance with Policies and Strategies

Compliance with the Constitution

Data Protection (GDPR) Implications

N/A

Climate Change

N/A



#### **4. CONCLUSIONS**

This report is intended to summarise a series of amendments necessary to ensure the Council's Constitution is kept up to date.

#### **5. RECOMMENDATIONS**

It is recommended that Full Council adopt the following changes to the Council's Constitution as per Appendix A:

#### **SUPPORTING INFORMATION**

Consultations:	Chief Executive Head of Communities & Place
Contact Officer:	Head of Legal & Governance & Monitoring Officer: Staci Dorey
Background Papers:	The Council's Constitution

