

Meeting:	Council	Date:	20 May 2013
Subject:	Adoption of the Constitution		
Report Of:	Monitoring Officer		
Wards Affected:	All		
Key Decision:	No	Budget/Policy Framework:	No
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Appendices:	None		

FOR GENERAL RELEASE

1.0 Purpose of Report

1.1 To adopt the Council's Constitution for the municipal year 2013 - 2014.

2.0 Recommendations

2.1 Council is asked to **RESOLVE** that the Constitution approved by Council on 21 March 2013 be adopted for the municipal year 2013 - 2014.

3.0 Background and Key Issues

3.1 The Constitution sets out how the City Council operates, how decisions are made and the procedures which are followed to ensure that these are efficient, transparent and accountable to local people.

3.2 The Council's Constitution was extensively reviewed in 2009 and amendments to that Constitution have been approved annually since then.

3.3 At its meeting on 21 March 2013, the Council approved a revised Constitution, following recommendations from the Constitutional and Electoral Working Group.

4.0 Alternative Options Considered

4.1 There are no alternative options relevant to this matter.

5.0 Reasons for Recommendations

5.1 The Council Procedure Rules require the Scheme of Delegation, forming part of the Constitution, to be approved at the Annual Meeting. To avoid any confusion about when the various parts of the Constitution have been approved, it is recommended that the Constitution approved by Council on 21 March 2013, is formally adopted at the Annual Meeting.

6.0 Future Work and Conclusions

- 6.1 More detailed work needs to be carried out in respect of the Contract Standing Orders within the Constitution. This work will involve Officers from Legal Services, Finance and Audit.
- 6.2 Further amendments to the Constitution are likely to be required to reflect any changes in management structure arising from budget savings. The power to make this type of amendment is delegated to the Monitoring Officer.
- 6.3 Legislation requires the Council to keep its Constitution up-to-date and it is good practice to carry out an annual review of the Constitution. This will allow the Council to ensure that the Constitution continues to meet the needs of the Council.

7.0 Financial Implications

- 7.1 There are no financial implications arising from this report.

(Financial Services have not been consulted in the preparation this report.)

8.0 Legal Implications

- 8.1 Section 37 of the Local Government Act 2000 requires the Council to have and keep up-to-date a Constitution, setting out various matters prescribed by the Secretary of State, the Council's Standing Orders, Code of Conduct and any other matters the Council considers appropriate.

(Legal Services have been consulted in the preparation this report.)

9.0 Risk & Opportunity Management Implications

- 9.1 Regular consideration of the Council's Constitution enables the Council to ensure that its governance arrangements are appropriate and up-to-date.

10.0 People Impact Assessment (PIA):

- 10.1 The PIA Screening Stage was completed and did not identify any potential or actual negative impact, therefore a full PIA was not required.

11.0 Other Corporate Implications

Community Safety

- 11.1 There are no community safety implications.

Sustainability

- 11.2 There are no sustainability implications.

Staffing & Trade Union

- 11.3 There are no staffing implications.

Background Documents: None.