

UPDATES AND AMENDMENTS TO THE COUNCIL'S CONSTITUTION	
Executive Summary	This report sets out information on proposed changes to the Council's Constitution.
Options considered	<ol style="list-style-type: none"> 1. Confirm all of the changes 2. Confirm some of the changes 3. Decline all changes
Consultation(s)	<p>Consultation with relevant officers has been undertaken including, but not limited to:</p> <ul style="list-style-type: none"> • Eastlaw • Assistant Director Planning • Section 151 Officer • Corporate Leadership Team • Management Team • HR Manager
Recommendations	<ul style="list-style-type: none"> • To approve all the proposed changes to the Council's constitution • To delegate to the Monitoring Officer to make any further amendments that arise as a consequence of the proposed changes.
Reasons for recommendations	To ensure that the Council's Constitution is fully compliant with current legal requirements.
Background papers	N/A

Wards affected	All
Cabinet member(s)	All
Contact Officer	Cara Jordan, Monitoring Officer Cara.jordan@north-norfolk.gov.uk

Links to key documents:	
Corporate Plan:	A Strong responsible and accountable Council.
Medium Term Financial Strategy (MTFS)	State here if the proposals are linked to the MTFS – does it or generate savings or efficiencies
Council Policies & Strategies	List here which existing council policies and strategies the proposals are linked to

Corporate Governance:	
Is this a key decision	No

Has the public interest test been applied	Is the item exempt - No
Details of any previous decision(s) on this matter	Provide the dates of any previous decisions relating to this

1. Purpose of the report

- 1.1. To set out proposed changes for consideration and review of the Constitution Working Party, and seek approval for the proposed changes to the Council's Constitution.

2. Introduction & Background

- 2.1. The Local Government Act 2000 mandates that Councils with executive arrangements maintain a constitution.
- 2.2. The Constitution specifies how the Council functions, how decisions are made and the procedures for ensuring efficiency, transparency and accountability.
- 2.3. A well-developed constitution is crucial for good governance, effective management and responsible stewardship of public funds.
- 2.4. The proposed changes set out in the link are aimed at ensuring that the Council's Constitution meets the needs of these requirements.
- 2.5. The Constitution Working Party agreed that the Council's Constitution was in need of a complete update, especially as no significant update had been undertaken for around a decade. With the anticipated changes relating to Local Government Reorganisation, the major reorganisation and reissue of the Constitution is no longer deemed suitable, given that a number of neighbouring councils will at some point need to look at a new Constitution when a new structure is created. Accordingly, the changes proposed have been made so as to provide a constitution that is legal and effective to cover, in particular, the next three-year period.
- 2.6. This Constitution review has been brought for consideration and Members have had access to a link to the revised Constitution.

3. Proposals and Options

- 3.1. Members can consider the proposed changes and agree to all some or none of the changes.

4. Corporate Priorities

- 4.1. Having a constitution that is legally and procedurally correct, accessible and meets required standards for equality and diversity supports the Council's corporate priority to be a strong, responsible and accountable Council.

5. Financial and Resource Implications

- 5.1. No financial/resource implications.

Comments from the S151 Officer:

The S151 Officer (or member of the Finance team on their behalf) will complete this section.

6. Legal Implications

- 6.1. The Local Government Act 2000 mandates that Councils with executive arrangements maintain a constitution. The proposed changes to the Constitution as set out in the documents at the shared Teams site are to ensure that the Council meet all the requirements of the Act.

Comments from the Monitoring Officer

The Monitoring Officer (or member of the Legal team on behalf of the MO) will complete this section. They will outline any legal advice provided.

7. Risks

- 7.1. There are no significant risks associated with approving the changes to the Constitution.
- 7.2. Failure to approve the changes may result in the Council being at significant risk due to outdated procedures.

8. Net Zero Target

- 8.1. There are no impacts on the Council's Net Zero Strategy and Climate Change action plan (Impact Assessment undertaken).

9. Equality, Diversity & Inclusion

- 9.1. With reference to the Council's Equality, Diversity and Inclusion strategy, the proposed changes to the Constitution help to ensure that the Council meets its obligations under the Equality Act 2010 and the Public Sector Equality Duty and has been written in a way that is considered to be gender neutral.

10. Community Safety issues

- 10.1 There are no community safety issues.

Conclusion and Recommendations

It is important to consider the proposed changes to the Constitution and to ensure that the Constitution enables the Council to meet its legal obligations.

Accordingly it is recommended that the Constitution Working Party recommends to Full Council to:

- **Approve all the proposed changes to the Council's constitution, namely by approving the newly drafted Constitution, in its entirety.**