

# **Report to Constitution Working Group**

**Date of meeting: 24 September 2019**



**Epping Forest  
District Council**

**Subject:** Constitution - Revisions & Amendments

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## **Recommendations/Decisions Required:**

### **That recent revisions to the Constitution be noted.**

1. Revised versions of the Constitution were published on 28 June and 12 August 2019.
2. The update published on 28 June 2019 incorporated a number of revisions to the Scheme of Delegation to reflect the Council's new management structure, pursuant to the authority granted to the Monitoring Officer by the Council at its meeting on 20 December 2018.
3. Members were advised of these revisions to the Constitution through the Council Bulletin of 5 July 2019.
4. The update published on 12 August 2019 incorporated a revised version of the Council's member guidance with regard to gifts and hospitality, which had been considered by the Working Group at its previous meeting. The update also added relevant authority for the Council to appoint Member Champions in accordance with the protocol agreed by the Working Group at its previous meeting. These additions to the Constitution were agreed by the Council at its meeting on 30 July 2019.
5. This update to the Constitution also included revisions to the Scheme of Delegation (Delegation of Executive Functions) to enable the efficient operation of the Council's estate management function. These changes to the Scheme of Delegation did not fall within the criteria for revisions that could be made by the Monitoring Officer and it was not possible for these matters to be considered by the Constitution Working Group at its recent meeting. These revisions to the Scheme of Delegation were also agreed by the Council at its meeting on 30 July 2019.
6. The 12 August 2019 update to the Constitution also included revisions to the Scheme of Delegation (Local Choice Functions) to reflect the Council's management structure, which were undertaken pursuant to the authority delegated to the Monitoring Officer to make the following types of changes to the Constitution:
  - (a) changes to give effect to any decisions of the Council;
  - (b) changes in the law;
  - (c) minor amendments such as to correct errors; and
  - (d) to ensure that the Constitution is maintained and up-to-date.
7. Members were advised of these various revisions to the Constitution through the Council Bulletin of 16 August 2019.

## **Resource Implications:**

The recommendations of this report seek to ensure that the Council's Constitution remains fit

for purpose.

**Legal and Governance Implications:**

The Council's Constitution sets out procedures and rules for the operation of its functions and responsibilities.

**Safer, Cleaner, Greener Implications:**

There are no implications arising from the recommendations of this report in respect of the Council's commitment to the Climate Local Agreement, the corporate Safer, Cleaner, Greener initiative, or any crime and disorder issues within the district.

**Consultation Undertaken:**

The matters subject of recent revisions to the Constitution have been agreed by the Council.

**Background Papers:**

None

**Risk Management:**

The Council's Constitution sets out procedures and rules for the operation of its functions and responsibilities.

**Equality:**

There are no equality implications arising from the recommendations of this report.