



Council name	COTSWOLD DISTRICT COUNCIL
Name and date of Committee	EXTRAORDINARY COUNCIL 5 OCTOBER 2022
Report Number	AGENDA ITEM I
Subject	CONSTITUTION OF THE COUNCIL
Wards affected	ALL
Accountable member(s)	Cllr Joe Harris - Leader of the Council Email: joe.harris@cotswold.gov.uk
Accountable officer(s)	Angela Claridge, Director of Governance & Development Tel: 01282 623219 Email: angela.claridge@cotswold.gov.uk
Summary/Purpose	Modernising the Constitution.
Annexes	Annex A – Table of Changes to the Constitution (since May 2019) Annex B – Constitution
Recommendation/s	<ul style="list-style-type: none"> • To note the Constitution. • To authorise that the Monitoring Officer: to publish a final clean version of the Constitution (correct any numbering, editing or formatting errors).
Corporate priorities	Ensure that all services provided by the Council are delivered to the highest standard
Key Decision	No
Exempt	No
Consultees/ Consultation	Elected Members of the Constitution Working Group (Cllrs J Harris, Evely, Andrews, Spivey, Ind Neill, Coleman & Theodoulou) Chief Executive Interim Deputy Chief Executive/S151 Officer Head of Legal Services Business Manager(s) – Corporate Responsibility and Democratic Services

I. REPORT

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

1.2 The Council has a duty to publish an up to date Constitution and it should be reviewed annually by the Monitoring Officer with any necessary changes being considered by Council.

1.3 The Constitution must contain:

- (a) the Council's standing orders/procedure rules;
- (b) the members' code of conduct;
- (c) such information as the Secretary of State may direct; and
- (d) such other information (if any) as the authority considers appropriate.

1.4 Since 2019, a number of changes have been made to the Constitution. Members of the Constitution Working Group, requested that a comprehensive review was undertaken to ensure that all resolutions approved since May 2019 have been incorporated. The table at Annex A provides the details of those changes. A copy of the Constitution is at Annex B with all of these approved changes included. No other changes have been made.

1.5 The document is now written in accordance with the Accessibility Regulations. These regulations require public sector organisations to ensure their websites and mobile applications meet accessibility requirements. Making a website or mobile app accessible means making sure it can be used by as many people as possible, including those with - impaired vision; motor difficulties, or, cognitive impairments or learning disabilities.

1.6 All Members were invited to a briefing session on 6 September 2022 and a copy of the refreshed Constitution, together with an audio recording of the briefing session on 6 September, was issued to all Members on 13 September, 2022. No comments, amendments or questions have been received since 13 September.

2. FINANCIAL IMPLICATIONS

2.1 There are no financial implications arising from this report.

3. LEGAL IMPLICATIONS

3.1 Save that any changes to the Constitution need to be approved by Council, there are no specific legal implications arising from the recommendations in this report.

4. RISK ASSESSMENT

4.1 There are no specific risks associated with this report. However, failure to have a robust and up to date Constitution, could place the Council at risk of legal challenge.

5. EQUALITIES IMPACT

5.1 Not required. However, the revised Constitution complies with the Council's accessibility requirements and has been updated to remove gender specific references in line with the Council's Equality Policy.

6. BACKGROUND PAPERS

6.1 The following documents have been identified by the author of the report in accordance with section 100D.5(a) of the Local Government Act 1972 and are listed in accordance with section 100 D.1(a) for inspection by members of the public:

- Existing Constitution
- Public Sector Bodies (Websites and Mobile Applications) (No. 2) Accessibility Regulations 2018.

These documents will be available for inspection during normal office hours for a period of up to 4 years from the date of the meeting. Please contact democratic services via democratic.services@cotswold.gov.uk.