

CEREDIGION COUNTY COUNCIL

Report to:	Council
Date of meeting:	12th December 2024
Title:	Amendments to the Constitution
Purpose of the report:	To consider amendments to the Constitution
For:	Decision
Cabinet Portfolio and Cabinet Member:	Cllr Matthew Vaux, Cabinet Member for Partnerships, Housing, Legal and Governance and Public Protection

Background:

The Constitution is published on the Council's website and is a live document. The Monitoring Officer is authorised to make minor amendments to the Constitution and update it as necessary. The currently published version 18th of July 2024 of the Council's Constitution is available at: [Ceredigion County Council Constitution](#)

Recently, changes to the Constitution were approved by Council on the 18th of July 2024 (meeting minutes – [Council minutes - 18th July, 2024](#)).

A meeting of the Cross-Party Constitution Working Group took place on the 5th of November 2024 during which the amendments presented in this report were considered and approved.

Current position

Proposed Changes to the Constitution

All changes are summarised below and are shown in the appendices in highlighted text.

- 1. Part 3 - Table 3.2 – Appendix 1 - Page 40**
Responsibility for Local Choice Functions-Council Functions
Re-appropriation' of council-owned land - Addition of point 27
- 2. Part 3 - Table 3.3 – Appendix 1 - Page 47**
Responsibility for Council Functions: Governance & Audit Committee Terms of Reference
- Update the "Local Code for Corporate Governance" to the "Governance Framework" following the publication of the new framework in April 2024.
- Addition to point 6 - "Also, monitor compliance with the CIPFA Code of Practice for the Governance of Internal Audit in UK Local Government"
- 3. Part 3.5 Document G – Appendix 2 – Page 6**
Scheme of Delegation to Officers

Delegation to the Corporate Lead Officer Policy, Performance & Public Protection.

- Addition of Special Procedures Licensing
- Removal of Intimate Piercing of the Public Health (Wales) Act 2017

4. Part 3.5 Document L – Appendix 3 - Page 3

Scheme of Delegation to Officers

Delegations for the Corporate Lead Officer Finance & Procurement

- Remove 'To act as Deputy Electoral Registration Officer' due to the role also sitting under the CLO for Democratic Services and Corporate Director.

5. Part 3.5 Document M – Appendix 4 – Page 1

Scheme of Delegation to Officers

Delegations for the Corporate Lead Officer Customer Contact

- Additions on points 3 to 8:
 - Take the lead on setting and delivering information management and Cyber Resilience strategy.
 - Provide support where appropriate to the Data Protection Officer in all aspects of information security.
 - Oversee the information security function within the broader information governance team.
 - Oversee incident management and risk management of Cyber Resilience and Information governance issues.
 - Oversee security management and reporting.
 - Ensure corporate leadership are informed and engaged with security and resilience issues.

6. Part 7 – Appendix 5 - Page 5, 10, 11, 15

Consultative and Advisory Fora

Review of Fora

- delete "Non-Domestic Rate Hardship and Council tax Discretionary Relief Appeals Panel"
- delete "Ceredigion Youth Council"
- Add the Director of Social Services and the Corporate Manager for Safeguarding to **Mid & West Wales Regional Safeguarding Board**
- Add Cabinet Member for Partnerships, Housing, Legal and Governance and Public Protection to **Ceredigion CONTEST Board**
- Add "Age Friendly Member Champion" and "Menopause Champion" under Member Champion

7. Organisational Chart – Appendix 6

Vacant position - Corporate Lead Officer - Schools and Lifelong Learning

PROPOSAL

It is proposed that Council approves the changes to the Constitution as set out in Appendix 1-6.

**Has an Integrated Impact Assessment been completed?
If, not, please state why**

Wellbeing of Future Generations: *Summary:* This report does not represent a change in policy or strategy
Long term:
Collaboration:
Involvement:
Prevention:
Integration:

Recommendation(s): That the Council resolves to:
1. Approve the changes to the Constitution **(Appendix 1-6)**;
2. Authorise the Monitoring Officer to update the Council's Constitution to reflect the above changes.

Reasons for recommendations:

- Adherence to legislation
- Ensuring that the Constitution is fit for purpose
- To ensure that appropriate delegations are in place.

Overview and Scrutiny: n/a
Policy Framework: Constitution

Corporate Priorities: n/a

Finance and Procurement implications: None

Legal Implications: Compliance with legislative requirements and statutory guidance

Staffing implications: None

Property/asset implications: None

Risk(s): Without these changes, the Constitution will not be updated and fit for purpose.

Statutory Powers: Local Government and Elections (Wales) Act 2021
<https://www.legislation.gov.uk/asc/2021/1/contents>
Elections Act 2022
<https://www.legislation.gov.uk/ukpga/2022/37/contents>

Background Papers: Report to Council – 18th July 2024 and Meeting Minutes available at: [Council minutes - 18th July, 2024](#).

Appendices:

- Appendix 1** – Part 3 – Table 3.2 and table 3.3
- Appendix 2-** Part 3.5 Document G
- Appendix 3** – Part 3.5 Document L
- Appendix 4-** Part 3.5 Document M
- Appendix 5** – Part 7 - Consultative and advisory fora
- Appendix 6** – Organisation Chart

Corporate Officer: **Lead** Elin Prysor – Corporate Lead Officer: Legal & Governance (& Monitoring Officer)

Reporting Officer: Elin Prysor

Date: 12.12.2024