

<b>Subject</b>	<b>Annual Review of the Constitution</b>	<b>Status</b>	For Publication
<b>Report to</b>	Authority	<b>Date</b>	10 <sup>th</sup> June 2021
<b>Report of</b>	Director and Clerk		
<b>Equality Impact Assessment</b>	Not Required	Attached	No
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## 1 **Purpose of the Report**

- 1.1 To formally report on the Annual Review of the Constitution undertaken by officers.

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## 2 **Recommendations**

- 2.1 Members are recommended to:
- a. **Note that officers have undertaken the Annual Review of the Authority's Constitution**
  - b. **Approve the amendments to the Constitution set out in this report**

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## 3 **Link to Corporate Objectives**

- 3.1 This report links to the delivery of the following corporate objectives:  
**Effective and Transparent Governance**

To uphold effective governance showing prudence and propriety at all times.

*Local authorities are expected to regularly review and update their constitutions as part of the process of ensuring that their governance arrangements remain effective and relevant.*

## 4 **Implications for the Corporate Risk Register**

- 4.1 The actions outlined in this report address the identified risks around the effectiveness of governance arrangements and regulatory compliance.

## 5 **Background and Options**

- 5.1 The Authority should review its Constitution on a regular basis, usually annually in order to ensure that its provisions remain up to date and meet regulatory requirements. Given the size of the Authority's Constitution (which runs to 159 pages) it is not replicated here, but a link is provided under background papers.

5.2 The Constitution has undergone a significant updating in the last two years, and Officers have conducted a further annual review of the Constitution and with the exception of the issues noted below it is not considered that further amendments are required.

5.3 Subject to the agreement of the proposals to alter the size and membership of Committees considered elsewhere on the Agenda. Members are asked to approve the following amendments to the Constitution

In Article 6 – The Audit Committee

Renumber the para under 6.1 as 6.1 (a)

In para 6.1. (a) Delete “five” and insert “six”

Add a new para 6.1 (b)

(b) The Chair of the Authority may not be a member of the Audit Committee.

In Article 7 – The Staffing, Appointments and Appeals Committee

In para 7.1 Delete “five” and insert “six”

5.4 As indicated in various reports elsewhere on the agenda there are a number of areas of the Constitution where it will be necessary to conduct further reviews as new guidance is issued over the coming months, in particular the Scheme of Delegation and the Conflicts of Interest policy. In addition, as reported previously to the Audit Committee some aspects of the Contract Standing Orders require review to provide greater clarity for staff. These will be reported in due course.

## **6 Implications**

6.1 The proposals outlined in this report have the following implications:

Financial	None
Human Resources	None
ICT	None
Legal	None directly
Procurement	None

**George Graham**

**Sarah Norman**

**Director**

**Clerk**

<b>Background Papers</b>	
<b>Document</b>	<b>Place of Inspection</b>
SYPA Constitution	<a href="#">ConstitutionOct2020.pdf</a> <a href="#">(southyorks.gov.uk)</a>