

EPSOM AND EWELL BOROUGH COUNCIL'S CONSTITUTION

Head of Service:	Piero Ionta, Head of Legal and Monitoring Officer
Report Author:	Tim Richardson
Wards affected:	(All Wards);
Appendices (attached):	None

Summary

The purpose of this report is to seek the Council's approval of the Constitution.

Recommendation (s)

The Council is asked to:

- (1) Approve the Constitution of Epsom and Ewell Borough Council.**

1 Reason for Recommendation

- 1.1 The Council's Rules of Procedure, FCR 2, set out in Appendix 4 of the constitution, require approval of the Constitution, with or without changes at the annual meeting.

2 Background

- 2.1 The Constitution sets out how the Council operates, how decisions are made and the procedures that are followed to ensure business is conducted in an efficient, transparent, and accountable manner. Some of the content of the Constitution is required by law; the remainder is for the Council itself to determine.
- 2.2 The Monitoring Officer has a duty to keep the Constitution under review and has delegated authority to make minor changes in consultation with the Chair of the Standards and Constitution Committee. All extensive changes to the Constitution, however, must be approved by Full Council
- 2.3 A review of elements of the Constitution and Operating Framework will be undertaken by the Standards and Constitution Committee over the next year, with recommendations to Full Council for adoption at the appropriate time.

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- 2.4 At the time of writing this report, the Council is scheduled to consider proposed amendments to the Constitution at its meeting of 6 May 2025. Any amendments agreed by the Council at that meeting will be incorporated into the Constitution in accordance with the decision of the Council. There are no further amendments proposed for consideration by the Council at the meeting on 13 May 2025.

3 Risk Assessment

Legal or other duties

3.1 Equality Impact Assessment

3.1.1 None.

3.2 Crime & Disorder

3.2.1 None.

3.3 Safeguarding

3.3.1 None.

3.4 Dependencies

3.4.1 None.

3.5 Other

3.5.1 None.

4 Financial Implications

4.1 None.

4.2 **Section 151 Officer's comments:** None arising from the contents of this report.

5 Legal Implications

5.1 The Council's Rules of Procedure require approval of the Constitution, with or without changes at the annual meeting.

5.2 **Legal Officer's comments:** Any relevant comments are contained within the body of this report.

6 Policies, Plans & Partnerships

6.1 **Council's Key Priorities:** Good Corporate Governance underpins delivering all the Council's Key Priorities.

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6.2 **Service Plans:** The matter is included within the current Service Delivery Plan.

6.3 **Climate & Environmental Impact of recommendations:** None.

6.4 **Sustainability Policy & Community Safety Implications:** None.

6.5 **Partnerships:** None.

6.6 **Local Government Reorganisation Implications:** None.

7 Background papers

7.1 The documents referred to in compiling this report are as follows:

Previous reports:

- [Report to Council, 6 May 2025](#)

Other papers:

- [Constitution of Epsom and Ewell Borough Council](#)
- [Council Operating Framework](#)