

UPDATE TO THE CONSTITUTION

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| Head of Service: | Jackie King, Chief Executive |
| Report Author: | Piero Ionta |
| Wards affected: | (All Wards); |
| Appendices (attached): | Appendix 1 – Updates to Appendix 2.1 of the current Constitution |

Summary

The following report proposes an update to the Council's Scheme of Delegation relevant to its Revenues and Benefits and Public Protection departments.

Recommendation (s)

The Council is asked to:

- (1) Approve and adopt the updates to the Council's Constitution, as set out within Appendix 1 to this report**

1 Reason for Recommendation

1.1 Following a review of working practices by:

1.1.1 the Director of Corporate Services within his department, in consultation with the Council's Statutory officers and the Chair of the Standards and Constitution Committee, and

1.1.2 the Public Protection Manager within his department,

an update to the Council's Scheme of Delegation is brought to Full Council for its approval.

2 Background

Revenue and Benefits Departments

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- 2.1 As part of the annual check with Corporate Leadership Team (CLT) as to the current Live Register of Delegations contained within Appendix 2.1 of the Council's Constitution, a review of the delegations within the Revenue and Benefits Departments was carried out by the respective lead officers for those teams. In light of this, it is recommended that an update to the existing Appendix 2.1 is adopted so as to ensure that these officers are empowered to conduct their daily work with any necessary delegated authority.

Public Protection

- 2.2 At Environment Committee on 14 October 2025, they resolved to:

Ask full Council to nominate and authorise the list of Officer roles in appendix 1 of this report to issue future penalty notices under Regulation 4 of the Littering from Vehicles Outside London (Keepers: Civil Penalties) Regulations 2018 and any subsequent or successor provisions.

- 2.3 This was resolved following consideration of a report produced following a review of the delegations within the Public Protection Department carried out by the respective lead officer. Following the resolution of the above recommendation, it is recommended that an update to the existing Appendix 2.1 is adopted so as to ensure that these officers are empowered to conduct their daily work with any necessary delegated authority.
- 2.4 Separately following the Royal Assent of the Renters Rights Act (The Renters' Rights Act 2025 received Royal Assent on 27 October 2025. Further provisions of the Act are scheduled to come into force on 27 December 2025), it is recommended that an urgent update to the existing Appendix 2.1 is adopted so as to ensure that officers within the Environmental Health Team are empowered to conduct their daily work with any necessary delegated authority further to these new powers.
- 2.5 The proposed additions to Appendix 2.1 are attached to this report – Appendix 1 - any changes or new provisions are included in red text.

3 Risk Assessment

Legal or other duties

3.1 Equality Impact Assessment

3.1.1 None of the proposed changes are believed to trigger the requirement for an Equality Impact Assessment; any impacts are believed to be minimal and positive in nature.

3.2 Crime & Disorder

3.2.1 None arising from the contents of this report.

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3.3 Safeguarding

3.3.1 None arising from the contents of this report.

3.4 Dependencies

3.4.1 The council's constitution is its primary governance document. Therefore, much of the council's business and operations depends on its contents

3.5 Other

3.5.1 None

4 Financial Implications

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

5 Legal Implications

5.1 **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:** The following Key Priorities are engaged:

- Effective Council

6.2 **Service Plans:** The matter is not included within the current Service Delivery Plan.

6.3 **Climate & Environmental Impact of recommendations:** None arising from the contents of this report

6.4 **Sustainability Policy & Community Safety Implications:** None arising from the contents of this report

6.5 **Partnerships:** Not applicable.

6.6 **Local Government Reorganisation Implications:** None arising from the contents of this report.

7 Background papers

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

Previous reports:

- None

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Other papers:

- None