

<b>Meeting of:</b>	<b>Council</b>
<b>Date of Meeting:</b>	<b>Monday, 13 July 2026</b>
<b>Relevant Scrutiny Committee:</b>	<b>No Relevant Scrutiny Committee</b>
<b>Urgent Decision Procedure Used (If yes, why)</b>	Not Applicable
<b>Item Type</b>	Part I
<b>Report Title:</b>	Amendment to the Council's Constitution
<b>Portfolio Holder:</b>	No Relevant Cabinet Member
<b>Strategic Leadership Team:</b>	Monitoring Officer/Head of Legal and Democratic Services
<b>Lead Officer:</b>	Monitoring Officer/Head of Legal and Democratic Services

### 1.0 What is this report about?

- 1.1 To obtain Council's approval for updates to *Section 14 – Responsibilities for Function - Summary* within the Council's Constitution to be considered by Full Council.
- 1.2 In line with the legislative requirements surrounding political balance, this has been re-calculated based upon the proposed changes identified and there is no requirement for any groups to identify changes in Committee memberships and balancing of seats in line with proportionality requirements. *NB There will be a requirement for the Council's political balance to be updated as a result of the Baruc by-election due to be held on Thursday 9<sup>th</sup> July 2026.*

### 2.0 What are the Recommendations?

	<b>Recommendations – What and How?</b>	<b>Reason for Recommendation – Why?</b>
2.1	T H A T the amendments to the Council's Constitution as detailed in paragraphs 4.2 – 4.7 of this report be approved by Full Council and that the Constitution be updated accordingly.	To update the Constitution to reflect amendments as outlined within the report.

### 3.0 What is the background to this report?

- 3.1 The Constitution remains under review on an ongoing basis. During Summer 2025, a larger review was undertaken to reflect upon the accuracy of the Constitution. Under Section

2.4 of the Constitution the Monitoring Officer / Head of Legal and Democratic Services has a duty to monitor and review the operation of the Constitution to ensure that the aims and principles contained therein are given full effect. As part of this, a key role is to make recommendations to Full Council for ways the Constitution could be amended so that current democratic processes operate effectively and efficiently being mindful of arrangements in other comparable Local Authorities.

- 3.2 Having a Constitution which is reviewed and updated regularly serves a valuable and relevant purpose by striking a fair balance between the interests of the various groups within the Council e.g. between the largest political group and opposition group, between all Councillors and between Councillors and officers.
- 3.3 Most importantly the Constitution needs to enable the Council to operate effectively. It must deliver:
- good governance behaviours;
  - effective officer / Member relationships;
  - clear and effective decision-making;
  - strong accountability;
  - clarity and consistency.

#### **4.0 What issues are there to be considered?**

- 4.1 The Monitoring Officer / Head of Legal and Democratic Services has fully considered all aspects of the Constitution and in the interests of good governance, consistency and public participation recommends to Full Council amendments as below in relation to aspects of the Constitution.
- 4.2 **Removal of Discretionary Housing Pay Review Committee - Section 14.16b (p.117) –** This Committee has not been required to meet for over 7 years as this process is managed within the finance team, with reviews and appeals being resolved with appellants before Committee involvement is needed.
- 4.3 **Removal of Trust Committee - Section 14.16s (p.129) -** This Committee has not been required to meet for over 7 years as the Council no longer holds anything in trust, except for assets which fall within the responsibility of the Welsh Church Act Trust.
- 4.4 **Amendment to Glamorgan Coast Heritage Advisory Group – Section 14.16w (p.131) –** To amend the Terms of Reference to “To act as a forum for discussion with major interest groups and appropriate organisations”. The removal of twice-yearly gives the group increased flexibility over meeting frequency.
- 4.5 **Removal of Central South Consortium Joint Education Service Joint Committee – Section 14.16z (p.132) –** Functioning of the Central South Consortium ceased in August 2025 as outlined in the decision made by Cabinet on Thursday 20 March 2025 surrounding Future School Improvement Arrangements.
- 4.6 **Amendment to Big Fresh Catering Company – Section 14.16z (p.133) –** To amend the Terms of Reference to “To provide information relating to the company’s community benefit

and wider service outcomes to be reported through the Council's corporate performance reporting arrangements, with the company's financial performance and position reported through the Council's Annual Statement of Accounts. The Shareholder Committee will maintain oversight of the company's performance, governance, and compliance with the financial and propriety controls applicable to local authority-controlled companies as set out in the Local Government and Housing Act 1989.". This update reflects the Council's intention to clarify reporting arrangements and strengthen oversight of the company's performance, governance, and compliance within existing corporate and financial reporting frameworks.

**4.7 Removal of Scrutiny Performance Panel – Section 14.16za (p.133)** – This panel is being removed for clarity's sake as it is not formally constituted or appointed to and consists of existing Scrutiny members as outlined within Section 7.14 of the Council's Constitution.

## **5.0 How has evidence been used to inform the report, including the views of others?**

5.1 Existing Committee Members have been consulted upon surrounding the proposed changes.

## **6.0 What are the next steps if the recommendations are approved?**

6.1 If approved, the Council's Constitution will be updated and published accordingly.

## **7.0 How does this report support Vale 2030 and Reshaping?**

7.1 Regular updates to the Constitution ensure that the Council is maintaining fit and proper governance arrangements, in line with the principles of "Being the Best Council We Can Be".

## **8.0 How does this demonstrate the Five Ways of Working?**

8.1 Updates to the Constitution are required to provide a long-term view of the Council's governance and decision-making processes and prevent future challenges arising. The involvement and collaboration with Elected Members ensure that all key stakeholders are aware of any proposed changes.

## **Resources**

### **9.0 Finance**

9.1 There are no finance implications as a direct result of this report.

### **10.0 Workforce**

10.1 There are no workforce implications as a direct result of this report.

### **11.0 Legal and Equalities**

11.1 **Does an Equalities Impact Assessment need to be completed? If not, why?**  
An Equality Impact Assessment (EIA) has not been undertaken in relation to these

amendments to the Council's Constitution as the proposed changes are minor, technical, and administrative in nature, and do not introduce any new policy, service change, or decision that would materially impact individuals or groups with protected characteristics.

11.2 The Council is required to comply with the relevant legislation requirements as set out in the body of the report.

## 12.0 **Key Contacts**

**12.1 Who are the primary officers to contact with any comments and/or queries on the report?**

Lead Officer: Victoria Davidson, Monitoring Officer/Head of Legal and Democratic Services v davidson@valeofglamorgan.gov.uk	Democratic Services Officer James Langridge-Thomas, Operational Manager (and Statutory Head of) Democratic Services <a href="mailto:jangridge-thomas@valeofglamorgan.gov.uk">jangridge-thomas@valeofglamorgan.gov.uk</a> 01446709457.
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## **Background Documents**

[Section 14 – Responsibility for Functions Summary, Council Constitution](#)

[Future School Improvement Arrangements, Cabinet, Thursday 20<sup>th</sup> March 2025](#)