



## Joint Report of the Presiding Member, Monitoring Officer & Head of Democratic Services

Council – 10 September 2020

### Amendments to the Council Constitution

<b>Purpose:</b>	To note the Monitoring Officer amendments to the Council Constitution following management and staffing changes to the Education Department structure.
<b>Policy Framework:</b>	Council Constitution.
<b>Consultation:</b>	Director of Education, Access to Services, Finance and Legal
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<b>For Information</b>	

#### 1. Introduction

- 1.1 In compliance with the Local Government Act 2000, the City and County of Swansea has adopted a Council Constitution. From time to time it is necessary to review the Council Constitution in line with legislative requirements, officer structure changes and to ensure good governance arrangements.

#### 2. Delegated Minor Corrections to the Council Constitution

- 2.1 Article 15 “Review and Revision of the Constitution” allows the Monitoring Officer to make changes / updates to the Council Constitution in relation to:
- a) Legislation;

- b) Changes to the Officer structure or changes of responsibility within the Officer Structure;
- c) The need to correct any administrative or typing errors.

2.2 Changes to the Council Constitution which fall under the sub paragraphs above maybe made solely by the Monitoring Officer. The Monitoring Officer has amended Part 7 “Management Structure” in order to reflect changes that have been made to the officer structure within the Education Department. An amended Part 7 “Management Structure” is outlined in **Appendix A** of the report.

**3. Part 2 “Articles of the Constitution” - “Article 12 “Officers”**

3.1 In light of the changes to the Education Structure made by the Director of Education, there is a requirement to amend Article 12 - Officers in the Constitution which sets out the various functions and areas of responsibility of Chief Officers.

3.2 The relevant extract of Article 12 is shown below:

<b>Director of Education</b>	<p>This is a statutory post. This Officer has Corporate Management responsibility and must provide the Council’s education services (including schools, school students, services to schools and strategic management of education across the City and County), subject to any variations determined by the Chief Executive.</p> <p>The Service Units deal with the following broad work areas:</p> <p>Achievement &amp; Partnership Service. Led by the Head of Achievement Partnership Service. Broad areas of work include education partnerships across the system, school performance and links to the regional school improvement service. School and governor team, safeguarding and child protection in education. School admissions and Swansea Music team.</p> <p>Education Planning &amp; Resources Service. Led by the Head of Education Planning &amp; Resources. Broad areas of work include responsibility for the Catering and Cleaning, Stakeholder Engagement, Funding and Information and Capital Planning and Delivery.</p> <p>Vulnerable Learner Service. Led by the Head of Vulnerable Learner Service. Broad areas of work include responsibility for additional learning needs. The support for and the performance of ethnic minority achievement pupils. The work of the Behaviour Support Team and the Pupil Referral Unit.</p>
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3.3 The Monitoring Officer has amended the Functions and Areas of Responsibility as follows:

<b>Director of Education</b>	<p>This is a statutory post. This Officer has Corporate Management responsibility and must provide the Council’s education services (including schools, school students, services to schools and strategic</p>
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	<p>management of education across the City and County), subject to any variations determined by the Chief Executive.</p> <p>The Service Units deal with the following broad work areas:</p> <p>Achievement &amp; Partnership Service. Led by the Head of Achievement Partnership Service. Broad areas of work include education partnerships across the system, school performance and links to the regional school improvement service. Additional learning needs, support for and performance of ethnic minority achievement pupils, behaviour support and the Pupil Referral Unit. School and governor support, safeguarding and child protection in education. School admissions and Swansea Music team.</p> <p>Education Planning &amp; Resources Service. Led by the Head of Education Planning &amp; Resources. Broad areas of work include responsibility for Catering and Cleaning, stakeholder engagement, performance, data and systems, funding and information and capital planning and delivery.</p>
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**Background Papers:** None

**Appendices:**

Appendix A      Part 7 "Management Structure" Amended.