

COUNCIL CONSTITUTION COMMITTEE**Minutes of a meeting of the Council Constitution Committee held on Tuesday, 8th November, 2011 at 5.30 p.m. in the Civic Offices, Telford, Shropshire**

PRESENT: Councillors K.S. Sahota (Chairman), R.C. Evans, G.M. Green, F.R. Picken and R.J. Sloan

CCC-5 MINUTES

RESOLVED – that the minutes of the meeting of the Council Constitution Committee held on the 15th June, 2011 be confirmed and signed by the Chairman.

CCC-6 APOLOGIES FOR ABSENCE

Councillors A.J. Eade and I.T.W. Fletcher.

CCC-7 DECLARATIONS OF INTEREST

None.

CCC-8 UPDATE ON DEVELOPING THE NEW CONSTITUTION

The Head of Governance provided Members with a PowerPoint presentation on the new constitution. He outlined the proposed structure of the Constitution, which would be formatted and available in an electronic format. In doing so he stressed the need for transparency, allowing users to clearly understand the Council's decision making processes. The Committee welcomed the proposal to simplify the Constitution and to make it more easily accessible by users.

The Head of Governance told Members that he hoped that new electronic constitution would be available for the next Civic year. Members commended the work and asked that further updates be brought to future meetings of the committee.

RESOLVED – that the Head of Governance continue work on the new constitution and that further updates be reported to the committee.

CCC-9 TERMS OF REFERENCE: BOUNDARY REVIEW COMMITTEE

The Democratic Services Manager presented the report of the Head of Governance which identified Terms of Reference for the Boundary Review Committee. The Committee had been appointed at the Annual Council meeting in May. A proposed Terms of Reference was attached to the report at Annex 1. The proposed Terms of Reference included delegated matters that the report suggested would more suitably be dealt with by Boundary Review Committee but were currently with Licensing Committee. These included: dealing with all matters relating to Community Governance Reviews, grouping, dissolving and separating parishes and dividing the constituency and electoral divisions in to polling districts. Members agreed that these matters should be transferred to the Boundary Review Committee and that they should remain as delegated matters.

Non- delegated matters for the Committee were also identified at Annex 1 of the report and included a duty to prepare information on and to recommend consultation responses to council on the following:

- Parliamentary Boundary Reviews
- Periodic and further Electoral Reviews
- European Parliamentary Electoral Region Reviews
- All other Electoral Arrangement Reviews

With regard to the Terms of Reference, Councillor I.T.W. Fletcher, who was unable to attend the meeting, had suggested that it be confirmed that the Committee would recommend consultation responses to Full Council. Members agreed that the Boundary Review Committee would recommend consultation responses on to Full Council as per the Terms of Reference at Annex 1 of the report.

Members agreed that the Terms of Reference were suitable for the Committee and it was:

RESOLVED:- that the following recommendations be made to Council:-

- a) **The Terms of Reference of the Boundary Review Committee as set out in Annex 1 of the report be approved and reflected in the Constitution**

- b) **The Terms of Reference of Licensing Committee be amended and the Constitution amended to reflect the delegated powers being transferred to the Boundary Review Committee as shown at paragraph 3.4 of the report.**

The meeting ended at 5.43 p.m.

Chairman:

Date: