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COUNCIL CONSTITUTION COMMITTEE

**Minutes of a meeting of the Council Constitution Committee held on Monday,
25 April 2016 at 6.00pm at Addenbrooke House, Ironmasters Way, Telford**

Present: Councillors M J Smith (Chair), A J Eade, I T W Fletcher, R J Sloan, C F Smith, B D Tillotson and W L Tomlinson

In Attendance: M Cumberbatch, Democratic & Legal Services Manager; J Eatough, Assistant Director: Governance, Procurement & Commissioning; and D Moseley, Democratic & Scrutiny Services Team Leader.

CCC-01 Apologies for Absence

Councillor R A Overton.

CCC-02 Declarations of Interest

None.

CCC-03 Minutes

Resolved – that the minutes of the meeting of the Council Constitution Committee held on 7 July 2014 be confirmed and signed by the Chair.

CCC-04 Update to the Constitution

The Assistant Director: Governance, Procurement & Commissioning presented the revised and updated draft Constitution. The updated version had been restructured into a more user-friendly document. Members had previously been advised by email of the main changes to the content. The Assistant Director: Governance, Procurement & Commissioning acknowledged that some suggested amendments to officer employment rules in relation to the remit of the Appeals Committee required further consultation with Members. It was, therefore, suggested that the next meeting on 11 May 2016 be cancelled and rearranged to a date in early July to enable further discussions to take place with the aim of presenting a final draft to Council for approval on 14 July 2016.

Members commented on the wide remit of Appeals Committee, appropriate training requirements and panel numbers for employee hearings (five Members from a pool of eight, with a quorum of three). Consideration was also given to the number of Council meetings in each municipal year and the conduct of business. The Committee asked for a timetable of when Council meetings were required.

RESOLVED – that the next meeting on 11 May 2016 be cancelled and rearranged to a date in early July to enable further consultation on the draft Constitution to take place.

The meeting ended at 6.26pm

Chairman:
Date: