



CONSTITUTION COMMITTEE

TIME: 10.00am
DATE: Monday, 17 August 2009
VENUE: Chairman's Room, Shire Hall, Gloucester

AGENDA

ITEM	TOPIC	CONTACT
1.	ELECTION OF CHAIRPERSON	Sharon Clutterbuck (01452) 425286
2.	MINUTES OF PREVIOUS MEETING – To approve the minutes of the meeting held on 19 March 2009.	Sharon Clutterbuck (01452) 425286
2.	APOLOGIES FOR ABSENCE	Sharon Clutterbuck (01452) 425286
3.	PUBLIC QUESTIONS – To answer any written public questions about matters, which are within the powers and duty of the Committee. The closing date/time for the receipt of questions is 10.00 am on Monday, 10 August 2009. To answer any oral question(s) put by members of the public with the consent of the Chairperson.	Sharon Clutterbuck (01452) 425286
4.	MEMBERS' QUESTIONS – To answer any written members' questions. The closing date/time for the receipt of questions is 10.00 am on Monday, 10 August 2009.	Sharon Clutterbuck (01452) 425286
5.	REVIEW OF PROCESS FOR EMPLOYMENT RELATED APPEALS	Peter Bungard/Dilys Wynn (01452) 425824

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| 6. | TAKING SCRUTINY FORWARD
. | Simon Harper
(01452) 425230 |
| 7. | AMENDMENTS TO THE CONSTITUTION
<i>Report to follow.</i> | Christine Wray
(01452) 426911 |
| 8. | INDEPENDENT MEMBER OF STANDARDS COMMITTEE – The current vacancy has been advertised and 3 applications have been received. In order for this appointment to be made at Council on 9 September, Members are asked to consider delegating the decision to a Panel of members on the Constitution Committee (3 members), and confirm a convenient date for interviews. | Sharon Clutterbuck
(01452 425286) |

NOTES

- (a) **MEMBERSHIP** – Cllrs Dare, Hicks, Noble, Theodoulou, Hawthorne, Windsor-Clive, McHale, Hilton, Jones.
- (b) **DECLARATIONS OF INTEREST** – Members requiring advice or clarification about whether to make a declaration of interest are invited to contact the Monitoring Officer (Nigel Roberts ☎01452 425201/fax: 426790/e-mail: nigel.roberts@gloucestershire.gov.uk) prior to the commencement of the meeting.
- (c) **INSPECTION OF PAPERS AND GENERAL QUERIES** - If you wish to inspect reports relating to any item on this Agenda or have any other general queries about the meeting, please contact Sharon Clutterbuck, Principal Democratic Services Officer ☎: 01452 425286/fax: 425850/e-mail: sharon.clutterbuck@gloucestershire.gov.uk.

GENERAL ARRANGEMENTS

- (1) Will Members please sign the attendance list.

EVACUATION PROCEDURE - in the event of the fire alarms sounding during the meeting please leave as directed in a calm and orderly manner and go to the assembly point which is **outside the main entrance to Shire Hall in Westgate Street**. Please remain there and await further instructions.

