


Constitution Committee	
Monday 12 March 2018 at 3.00 pm	
Members' Room - Shire Hall, Gloucester	
AGENDA	

1	APOLOGIES FOR ABSENCE To note any apologies for absence.	Laura Powick
2	MINUTES (Pages 1 - 4) To approve the minutes of the meeting held on 15 January 2018.	Laura Powick
3	PUBLIC QUESTIONS To answer any written public questions about matters which are within the powers and duties of the Committee. The closing date/time for receipt of questions is 10.00am on Monday 5 March 2018. To answer any urgent question(s) put by members of the public with the consent of the Chairperson. <i>Depending on the nature of the questions asked it may not be possible to provide a comprehensive answer at the meeting, in which case a written answer will be supplied as soon as reasonably possible after the meeting.</i>	Laura Powick
4	MEMBERS' QUESTIONS To answer any written members' questions. The closing date/time for the receipt of questions is 10.00am on Monday 5 March 2018.	Laura Powick

5	<p>GENDER NEUTRAL LANGUAGE IN THE CONSTITUTION (Pages 5 - 6)</p> <p>The Committee to consider a briefing note on gender neutral language in the Constitution.</p>	Cllr Rachel Smith
6	<p>PROCEDURE FOR BUDGET COUNCIL MEETINGS</p> <p>The Committee to consider a proposal on a separate procedure in the Constitution for budget council meetings.</p>	Cllr Colin Hay
7	<p>MONITORING OFFICER CHANGES TO THE CONSTITUTION (Pages 7 - 10)</p> <p>To consider the attached report.</p>	Jane Burns
<p>Membership – Cllr Mark Hawthorne MBE, Cllr Colin Hay, Cllr Paul Hodgkinson, Cllr Nigel Moor, Cllr John Payne, Cllr Rachel Smith, Cllr Lynden Stowe, Cllr Ray Theodoulou and Cllr Will Windsor-Clive</p>		

- (a) **DECLARATIONS OF INTEREST** – Members requiring advice or clarification about whether to make a declaration of interest are invited to contact the Monitoring Officer, Jane Burns ☎01452 328472 /fax: 425149/ e-mail: Jane.Burns@gloucestershire.gov.uk prior to the start of the meeting.
- (b) **INSPECTION OF PAPERS AND GENERAL QUERIES** - If you wish to inspect minutes or reports relating to any item on this agenda or have any other general queries about the meeting, please contact: Laura Powick, Democratic Services Adviser ☎:01452 324205/fax: 425850/e-mail: laura.powick@gloucestershire.gov.uk
- (c) **GENERAL ARRANGEMENTS**
- 1 Members are required to sign the attendance list.
 - 2 Please note that substitution arrangements are in place for Scrutiny (see page 81 of the Constitution).
- (d) Please note that photography, filming and audio recording of Council meetings is permitted subject to the Local Government Access to Information provisions. Please contact Democratic Services (Tel 01452 324202) to make the necessary arrangements ahead of the meeting. If you are a member of the public and do not wish to be photographed or filmed please inform the Democratic Services Officer on duty at the meeting.

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.

