


<b>Constitution Committee</b>	
<b>Thursday 30 January 2020 at 11.30 am</b>	
<b>Chairman's Room - Shire Hall, Gloucester</b>	
<b>AGENDA</b>	

<b>1</b>	<b>APOLOGIES FOR ABSENCE</b>  To note any apologies for absence.	Chair
<b>2</b>	<b>MINUTES</b> (Pages 1 - 6)  To approve the minutes of the meeting held on 14 October 2019.	Chair
<b>3</b>	<b>PUBLIC QUESTIONS</b>  To answer any written public questions about matters which are within the powers and duties of the Committee. <b>The closing date/time for receipt of questions is 10.00am on Thursday 23 January 2020.</b>	Sophie Benfield
<b>4</b>	<b>MEMBERS' QUESTIONS</b>  To answer any written members' questions. <b>The closing date/time for the receipt of questions is 10.00am on 23 January 2020.</b>	Sophie Benfield
<b>5</b>	<b>MOTION 837 - PARENTAL LEAVE FOR COUNCILLORS</b> (Pages 7 - 10)  To consider the attached report.	Simon Harper
<b>6</b>	<b>HEALTH AND WELLBEING BOARD TERMS OF REFERENCE</b> (Pages 11 - 12)  To consider a proposal from Cllr Iain Dobie to add the following	Cllr Iain Dobie

	<p>additional paragraph to the Health and Wellbeing Board Terms of Reference (current version attached):</p> <p><i>“The Health and Wellbeing Board is subject to democratic scrutiny by Council via the Health Scrutiny Committee, and the Adult Social Care and Communities Scrutiny Committee.</i></p> <p><i>To properly consider increasingly integrated Health and Social Care systems, such scrutiny of the Health and Wellbeing Board should be done via a joint meeting of both the above committees on at least an annual basis. The timing of such a meeting to be agreed by the three chairs.”</i></p>	
7	<p><b>CRITERIA FOR SUBMITTING MOTIONS</b> (Pages 13 - 26)</p> <p>To consider the attached report.</p>	Rob Ayliffe
8	<p><b>PROCEDURE FOR MOTIONS WITHOUT NOTICE</b> (Pages 27 - 30)</p> <p>To consider the attached report.</p>	Rob Ayliffe
9	<p><b>REVIEW OF THE CONSTITUTION</b></p> <p>To receive a verbal update on the intended review of the Constitution and to suggest any additional areas for review.</p>	Rob Ayliffe
<p><b>Membership –</b> Cllr Richard Boyles, Cllr Mark Hawthorne MBE (Chair), Cllr Colin Hay, Cllr Nigel Moor, Cllr John Payne, Cllr Nigel Robbins OBE, Cllr Lynden Stowe, Cllr Lesley Williams MBE 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, Rob Ayliffe ☎01452 328472 / e-mail: [Rob.Ayliffe@gloucestershire.gov.uk](mailto:Rob.Ayliffe@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: Sophie Benfield, Democratic Services Adviser ☎:01452 324094/e-mail: [sophie.benfield@gloucestershire.gov.uk](mailto:sophie.benfield@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.

