

Gareth Owens LL.B Barrister/Bargyfreithiwr  
Head of Legal and Democratic Services  
Pennaeth Gwasanaethau Cyfreithiol a Democraataidd



To: Cllr Robin Guest (Chairman)

CS/NG

Councillors: Chris Bithell, Derek Butler,  
Clive Carver, David Cox, Glenys Diskin,  
Ian Dunbar, David Evans, Veronica Gay,  
George Hardcastle, Patrick Heesom, Joe Johnson,  
Rita Johnson, Tim Newhouse, Neville Phillips,  
Ian Roberts, Tony Sharps, Paul Shotton,  
Nigel Steele-Mortimer, Owen Thomas and  
Arnold Woolley

18 July 2012

Maureen Potter 01352 702322  
maureen.potter@flintshire.gov.uk

Dear Sir / Madam

A meeting of the **CONSTITUTION COMMITTEE** will be held in the **DELYN COMMITTEE ROOM, COUNTY HALL, MOLD CH7 6NA** on **TUESDAY, 24TH JULY, 2012** at **2.00 PM** to consider the following items.

Yours faithfully

Democracy & Governance Manager

## **AGENDA**

- 1 **APOLOGIES**
- 2 **APPOINTMENT OF VICE-CHAIR**  
Nominations will be sought for a Vice-Chair for the Committee.
- 3 **MINUTES** (Pages 1 - 8)  
To confirm as a correct record the minutes of the last meeting.

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The Council welcomes correspondence in Welsh or English  
Mae'r Cyngor yn croesawau gohebiaeth yn y Cymraeg neu'r Saesneg

- 4 **DECLARATIONS OF INTEREST (INCLUDING WHIPPING DECLARATIONS)**
- 5 **CONSULTATION ON WELSH GOVERNMENT WHITE PAPER “PROMOTING LOCAL DEMOCRACY”** (Pages 9 - 24)  
To inform the committee of the contents of the White Paper “Promoting Local Democracy” and obtain its views on how to respond to the consultation.
- 6 **STATUTORY GUIDANCE ON THE LOCAL GOVERNMENT (WALES) MEASURE 2011** (Pages 25 - 32)  
To inform the committee of the statutory guidance issued followed consultation on the draft guidance
- 7 **REVIEW OF CONSTITUTION** (Pages 33 - 46)  
1) To inform the committee of a proposed rolling review of the Constitution.  
2) To inform the committee of proposed arrangements to raise understanding of the Constitution amongst Members and officers
- 8 **REVIEW OF INTERNAL MEMBER FORA** (Pages 47 - 52)  
To formally commence a review of internal Member informal fora such as panels and working groups.
- 9 **OVERVIEW & SCRUTINY ANNUAL REPORT** (Pages 53 - 84)  
To enable the Committee to consider the draft Overview & Scrutiny Annual Report for the 2011 / 12 municipal year
- 10 **TERMS OF REFERENCE OF COMMITTEES** (Pages 85 - 90)  
To advise in Committee of a request from the Lifelong Learning Overview & Scrutiny Committee that an issue regarding its terms of reference and those of the Community Profile and Partnerships Overview & Scrutiny Committee be reviewed.
- 11 **REPORTS FROM OVERVIEW & SCRUTINY COMMITTEE CHAIRMEN**  
(Pages 91 - 92)  
To invite the Constitution Committee to consider whether it wishes to continue the practice adopted by the former Overview & Scrutiny Co-ordinating Committee to receive reports from Committee Chairmen on the work of their Committees