

To: Cllr Robin Guest (Chair)

Councillors: Alex Aldridge, Bernie Attridge, Glyn Banks, Haydn Bateman, Chris Bithell, Clive Carver, David Cox, Paul Cunningham, Glenys Diskin, Veronica Gay, George Hardcastle, Christine Jones, Dave Mackie, Neville Phillips, David Roney, Aaron Shotton, Nigel Steele-Mortimer, David Williams, David Wisinger and Arnold Woolley

21 January 2016

Dear Councillor

You are invited to attend a meeting of the Constitution Committee which will be held at 2.00 pm on Wednesday, 27th January, 2016 in the Delyn Committee Room, County Hall, Mold CH7 6NA to consider the following items

## **A G E N D A**

### **1 APOLOGIES**

**Purpose:** To receive any apologies.

### **2 DECLARATIONS OF INTEREST (INCLUDING WHIPPING DECLARATIONS)**

**Purpose:** To receive any Declarations and advise Members accordingly.

### **3 MINUTES (Pages 3 - 6)**

**Purpose:** To confirm as a correct record the minutes of the last meeting.

### **4 ANNUAL REVIEW OF THE CODE OF CORPORATE GOVERNANCE (Pages 7 - 32)**

Report of Internal Audit Manager

**Purpose:** To consider the annual review of the Code of Corporate Governance.

5 **THE '6 MONTH RULE'** (Pages 33 - 36)

Report of Chief Officer (Governance)

**Purpose:** Councillors are required to attend at least 1 meeting of full Council, Cabinet and committee or a working group every 6 months. Failure to do so, without full Council approval, results in disqualification. It is not clear whether attendance as an observer is sufficient to satisfy the 6 month rule.

6 **CONTRACTS REQUIRING SEALING** (Pages 37 - 40)

Report of Chief Officer (Governance)

**Purpose:** To recommend that the threshold should be increased to £250,000

7 **PROPOSED ALTERATIONS TO LOCAL RESOLUTION PROCEDURE**  
(Pages 41 - 48)

Report of Deputy Monitoring Officer

**Purpose:** To review the Local Resolution Procedure after it being in operation for 2 years.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Peter Evans', with a long horizontal flourish extending to the right.

Peter Evans  
Democracy & Governance Manager