



Contact Officer:
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To: Cllr Robin Guest (Chairman)

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, Aaron Shotton, Nigel Steele-Mortimer, David Williams, David Wisinger and Arnold Woolley
(+ 1 vacancy Independent Alliance Group)

29 September 2016

Dear Councillor

You are invited to attend a meeting of the Constitution Committee which will be held at 10.00 am on Wednesday, 5th October, 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 APPOINTMENT OF VICE-CHAIR

Nominations will be sought for a Vice-Chair for the Committee.

3 DECLARATIONS OF INTEREST (INCLUDING WHIPPING DECLARATIONS)

Purpose: To receive any Declarations and advise Members accordingly.

4 MINUTES (Pages 3 - 6)

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

5 CONTRACT PROCEDURE RULES (Pages 7 - 68)

To approve revised contract procedure rules

6 **INTERNAL AUDIT CHARTER** (Pages 69 - 90)

To update the Internal Audit Charter contained in section 29.1 of the Constitution.

7 **REVIEW OF THE NEW REPORT FORMAT** (Pages 91 - 94)

To update the Committee following a year of using the new format.

8 **DRAFT OVERVIEW & SCRUTINY ANNUAL REPORT** (Pages 95 - 130)

To enable the Committee to consider the draft Overview & Scrutiny Annual Report for the 2015/16 municipal year.

Yours faithfully

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

Peter Evans
Democracy & Governance Manager