



**Telford & Wrekin**  
**C O U N C I L**

Addenbrooke House Ironmasters Way Telford TF3 4NT

**COUNCIL CONSTITUTION COMMITTEE**

Date **Tuesday, 18 January 2022** Time **6.00 pm**  
Venue **Telford Room, Addenbrooke House, Ironmasters Way, Telford, TF3 4NT**

**Enquiries Regarding this Agenda**

Democratic Services	Jayne Clarke/ Rhys Attwell	01952 383205/ 01952 382195
Media Enquiries	Corporate Communications	01952 382406
Lead Officer	Anthea Lowe, Associate Director: Policy & Governance	01952 383200

**Committee Membership:** Councillors V A Fletcher, I T W Fletcher, C F Smith (Vice-Chair), M J Smith (Chair), B J Thompson, W L Tomlinson and D R W White

**AGENDA**

1. **Apologies for Absence**
2. **Declarations of Interest**
3. **Minutes of the Previous Meeting** 3 - 4  
To confirm the minutes of the previous meeting.
4. **Administrative Changes to current Constitution**  
To receive a verbal update.
5. **Constitution Review** To Follow

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## COUNCIL CONSTITUTION COMMITTEE

### Minutes of a meeting of the Council Constitution Committee held on Wednesday, 17 February 2021 at 6.00 pm in Remote Meeting

**Present:** Councillors V A Fletcher, I T W Fletcher, C F Smith (Vice-Chair), M J Smith (Chair), B J Thompson, W L Tomlinson and D R W White

**In Attendance:** A Lowe (Associate Director: Policy & Governance)

#### **CCC1     Declarations of Interest**

None.

#### **CCC2     Minutes of the Previous Meeting**

**Resolved** – that the minutes of the meeting of the Council Constitution Committee held on 6 July 2016 be confirmed and signed by the Chair.

#### **CCC3     Terms of Reference**

The Committee considered the Terms of Reference. It was noted that there were no changes from previous years.

**RESOLVED** – that the Terms of Reference set out in Appendix 1 of the report be agreed.

#### **CCC4     Review of the Constitution**

The Associate Director: Policy & Governance presented the report. It had been a number of years since a full review of the constitution had taken place. The Associate Director: Policy & Governance had delegated authority to make minor changes to the constitution, for example to correct minor errors or to reflect updates in legislation.

It was proposed at a working group of Councillors be established to enable discussion as the process of reviewing the constitution would be lengthy and detailed.

A proposal was put forward that the working group be made of five members, however, on further discussion, this proposal was withdrawn. Members agreed that the make up of the working group could be established outside of the formal committee.

**RESOLVED** – that:

- a) A review of the Council's Constitution commences
- b) A Working Group drawn from the Committee membership be set up to undertake the review

- c) Authority be delegated to the Monitoring Officer, in conjunction with the Cabinet Member: Finance & Governance, to take the initial steps outlined in the report.**

The meeting ended at 6.08 pm

**Chairman:** .....

**Date:** Date Not Specified