

# Constitution Committee

## Agenda

---

**Date:** Thursday, 14th July, 2011  
**Time:** 2.00 pm  
**Venue:** Committee Suite 1,2 & 3, Westfields, Middlewich Road,  
Sandbach CW11 1HZ

---

The agenda is divided into 2 parts. Part 1 is taken in the presence of the public and press. Part 2 items will be considered in the absence of the public and press for the reasons indicated on the agenda and at the foot of each report.

### **PART 1 – MATTERS TO BE CONSIDERED WITH THE PUBLIC AND PRESS PRESENT**

1. **Apologies for Absence**

2. **Declarations of Interest**

To provide an opportunity for Members and Officers to declare any personal and/or prejudicial interests in any item on the agenda

3. **Public Speaking Time/Open Session**

In accordance with Procedure Rules Nos.11 and 35 a period of 10 minutes is allocated for members of the public to address the meeting on any matter relevant to the work of the meeting. Individual members of the public may speak for up to 5 minutes but the Chairman or person presiding will decide how the period of time allocated for public speaking will be apportioned where there are a number of speakers. Members of the public are not required to give notice to use this facility. However, as a matter of courtesy, a period of 24 hours' notice is encouraged.

Members of the public wishing to ask a question at the meeting should provide at least three clear working days' notice in writing and should include the question with that notice. This will enable an informed answer to be given.

4. **Minutes of Previous meeting** (Pages 1 - 8)

To approve the minutes of the meeting held on 2<sup>nd</sup> June 2011.

---

**Contact:** Paul Mountford, Democratic Services  
**Tel:** 01270 686472  
**E-Mail:** paul.mountford@cheshireeast.gov.uk with any apologies

5. **Appointment of Appeals Sub-Committee** (Pages 9 - 12)  
To review the arrangements for the appointment of an Appeals Sub-Committee.
6. **Whistleblowing Policy** (Pages 13 - 24)  
To consider a revised Whistleblowing Policy.
7. **Appointment to Sandbach Town Plan Steering Group** (Pages 25 - 26)  
To consider the addition of Sandbach Town Plan Steering Group to the list of approved Category 2 outside organisations and to appoint Councillor Barry Moran as the Council's representative.
8. **Review of the Constitution - Work Programme 2011/12** (Pages 27 - 32)  
To consider a timetable of work for the Committee for the review of the Council's Constitution.
9. **Executive Arrangements and Cabinet Procedure Rules** (Pages 33 - 44)  
To recommend proposed changes to the Executive and Council Procedure Rules as part of the review of the Council's Constitution.
10. **Proposed Amendments to the Council's Contract Procedure Rules** (Pages 45 - 76)  
To consider proposed amendments to the Council's Contract Procedure Rules.
11. **Overview and Scrutiny Committees - Terms of Reference** (Pages 77 - 88)  
To make a recommendation to Council to adopt new Terms of Reference for the new structure of six Overview and Scrutiny Committees.
12. **Director of Peaks and Plains Housing Trust** (Pages 89 - 90)  
To consider a report on the proposal for the Mayor to continue to serve as a Director of Peaks and Plains Housing Trust.

*The Chairman is of the opinion that this matter constitutes urgent business and may be dealt with at the meeting in accordance with Committee Procedure Rule 37.2. The reason for urgency is:*

*"A decision is required to be made as soon as possible and cannot wait until the next meeting of the Civic Sub Committee. The Constitution Committee as parent Committee of the Civic Sub Committee is able to determine this matter."*