

CHESHIRE EAST COUNCIL

Minutes of a meeting of the **Constitution Committee**
held on Thursday, 20th March, 2014 at Committee Suite 1,2 & 3, Westfields,
Middlewich Road, Sandbach CW11 1HZ

PRESENT

Councillor A Martin (Chairman)

Councillors C Andrew, G Baxendale, P Groves, S Hogben, S Jones,
W Livesley, R Menlove, A Moran, B Murphy, D Newton and P Whiteley

Officers

Brian Reed, Head of Governance and Democratic Services
Anita Bradley, Head of Legal Services and Monitoring Officer
Paul Mountford, Democratic Services Officer
Guy Kilminster, Corporate Manager, Health Improvement
Iolanda Puzio, Legal Team Manager

Apologies

Councillors D Marren and G Wait

31 DECLARATIONS OF INTEREST

There were no declarations of interest.

32 PUBLIC SPEAKING TIME/OPEN SESSION

There were no members of the public present.

33 MINUTES OF PREVIOUS MEETING

RESOLVED

That the minutes of the meeting held on 23rd January 2014 be approved as a correct record.

34 HEALTH AND WELLBEING BOARD'S TERMS OF REFERENCE

The Committee considered a report proposing amendments to the terms of reference of the Health and Wellbeing Board.

The Board's Vision and Key Objectives were currently included in its terms of reference which formed part of the Council's Constitution. Vision and objectives were not ordinarily included in a Committee's terms of reference and it was therefore proposed that they be removed.

Other amendments had been made to the terms of reference to clarify the functions required of the Board by legislation, to reflect the restructuring of the Council over the last year, and to ensure that the terms of reference aligned with the Council's Constitution and Committee Procedure Rules.

The proposed amendments were highlighted in the Appendix to the report.

RESOLVED

That the draft amended terms of reference for the Health and Wellbeing Board be recommended to Council for approval subject to the following amendments:

- § Paragraph 5.1 – replace 'party' with 'group'.
- § Paragraph 5.5 – the requirement that two working days' notice of any substitution be given should include the words 'where practicable'.
- § Paragraph 6.1 – be amended to require that 'no fewer than six public meetings be held each year (including an AGM)'; and that any development sessions in addition to this will not be subject to the Access to Information Procedure Rules.
- § Paragraph 7.3 – to be deleted.
- § Paragraph 14.2 – be amended to 'any amendments (to the terms of reference) shall only be included following a simple majority vote of the Board prior to the approval of the Constitution Committee and Council'.

35 WORK PROGRAMME

The Committee received an update on its work programme which was appended to the report.

The Constitution Member Working Group would be meeting in mid April to conclude a number of reviews and agree recommendations to the Constitution Committee. The Scrutiny/PDG Member Working Group would also be aiming to conclude its review by mid to late April. As the next scheduled meeting of the Constitution Committee would not take place until mid June, the Chairman had agreed that a special meeting of the Committee should be held in late April. This would enable the Committee to consider the outcome the reviews and make recommendations to Council on 14th May. A date for the special meeting would be notified shortly.

RESOLVED

That the progress with the Committee's work programme and the proposal to hold a special meeting toward the end of April be noted.

The meeting commenced at 2.00 pm and concluded at 2.50 pm
Councillor A Martin (Chairman)