AGENDA

Committee	CONSTITUTION COMMITTEE
Date and Time of Meeting	THURSDAY 20 SEPTEMBER 2012 at **6.00PM** (TO FOLLOW CABINET)
Venue	COMMITTEE ROOM 4, COUNTY HALL, ATLANTIC WHARF, CARDIFF
Membership	County Councillor Furlong (Chairperson); County Councillors Aubrey, Cowan, De'Ath, Goodway, Hyde, Keith Jones, Joyce, Kelloway, Magill, Marshall and Walker

1. **Chairperson**

To note that Council at its Annual Meeting on 17 May 2012 elected Councillor Furlong as Chair of this Committee for the Municipal Year 2012/13.

2 **Membership and Terms of Reference**

To note that Council at its Annual Meeting on 17 May 2012 agreed the following Membership & Terms of Reference:

(i) Membership

County Councillors Aubrey, Cowan, De'Ath, Furlong, Goodway, Hyde, Keith Jones, Joyce, Kelloway, Magill, Marshall and Walker

(ii) Terms of Reference

To review the Council's Constitution, and to recommend to Council and/or the Cabinet any changes, except that the Committee will have authority (subject to the Monitoring Officer's advice) to make the following changes on behalf of the Council:-

(a) Drafting improvements to enhance clarity and remove minor anomalies.

(b) Updating to reflect legislative changes and matters of record.

(c) Amendments to the Financial, Contracts and Land Procedure Rules (subject to the advice of the Section 151 Officer being sought).

3. **Minutes**

To note the minutes of the meeting of the Committee 2 March 2012 – attached

4. **Terms of Reference and links to other Committees** – Verbal report from the Chief Legal & Democratic Services Officer and Monitoring Officer and Committee discussion

5. **Constitutional Amendments under the Monitoring Officer's Delegated Authority** – report of the Chief Officer, Legal & Democratic Services Officer and Monitoring Officer attached

6. **Review of Constitution** – report of the Chief Officer, Legal & Democratic Services Officer and Monitoring Officer attached

JON HOUSE
Chief Executive
CttC/CS/GN
14 September 2012

CONTACT: Gill Nurton
Tel No: 2087 2432
Email: g.nurton@cardiff.gov.uk