

Central Bedfordshire
Council
Priory House
Monks Walk
Chicksands,
Shefford SG17 5TQ



please ask for Kathrin John
direct line 0300 300 4033
date 19 January 2010

CONSTITUTION ADVISORY GROUP MEETING 3

Date:	Monday, 25 January 2010			
Time:	2.00 p.m.			
Venue:	Room 14a, Priory House, Monks Walk, Shefford			
Members	Cllrs	Mrs C F Chapman MBE D Jones M Jones	Cllrs	D Lawrence S F Male A J Shadbolt

AGENDA

1. **APOLOGIES FOR ABSENCE**

2. **NOTES OF PREVIOUS MEETING**

ENCLOSED

(To receive the notes of the meeting of the Constitution Advisory Group held on 9 November 2009)

3. **CHANGE OF PROCUREMENT THRESHOLDS**

ENCLOSED

(To propose changes to procurement thresholds that will reduce bureaucracy and speed up the procurement process whilst obtaining best value for money in the procurement ordering process. Also to update Members on the new mandatory changes to European Thresholds for advertising contracts across the EU.

Report of the Director of Corporate Resources)

4. **MEMBERS' ACCEPTABLE USE POLICY (ICT)** **ENCLOSED**
- (To agree to include the new policy in the constitution in place of the former interim protocol.
- Report of the Assistant Director Legal and Democratic)
5. **DELEGATED AUTHORITY FOR THE APPOINTMENT OF ASSISTANT DIRECTORS** **ENCLOSED**
- (To amend the constitution to allow for the Head of Paid Service or delegated Director to appoint Assistant Directors.
- Report of the Chief Executive)
6. **EFFICIENCIES - EXECUTIVE BUSINESS** **ENCLOSED**
- (To seek Members' views on removing the requirements to report Audit Committee minutes and Key Decisions taken by an individual Portfolio Holder, etc. to the Executive meeting.
- Report of the Head of Democratic Services)
7. **LEADER'S DELEGATIONS** **ENCLOSED**
- (To report for information two additional delegations made to officers.
- Report of the Assistant Director Legal and Democratic).
8. **PETITIONS** **ENCLOSED**
- (To report on draft statutory guidance on the duty to respond to petitions and note changes that are likely to be required to the Council's Petitions Procedure.
- The link to Appendix B is the following:
<http://www.communities.gov.uk/documents/communities/pdf/1400283.pdf>
- Report of the Head of Democratic Services).
9. **OUTSIDE BODIES - INDEMNITY COVER** **ENCLOSED**
- (To report (a) as requested on the issue of indemnity cover for Members serving on outside bodies, and (b) on a draft policy on Member appointments to outside bodies.
- Report of the Assistant Director Legal and Democratic).

10. **CORPORATE PARENTING PANEL - TERMS OF REFERENCE** **ENCLOSED**

(To seek comments on revised terms of reference recommended by the Panel at its first meeting on 4 January 2010.

Report of the Head of Democratic Services)

11. **CONSTITUTION: "FREQUENTLY ASKED QUESTIONS"** **ENCLOSED**

(To seek comments on a draft document to direct members of the public, councillors and officers to key sections of the constitution.

Report of the Head of Democratic Services)

12. **WORK PROGRAMME** **ENCLOSED**

(To agree the Advisory Group's future work programme.

Report of the Head of Democratic Services)

13. **DATE OF NEXT MEETING**