

**RECORD OF EXECUTIVE DECISION**

<b>Date</b>	<b>Decision Maker</b>	<b>Decision</b>	<b>Reason(s) for Decision</b>	<b>Alternative Options Considered</b>	<b>Conflicts of Interest Declared</b> <small>(and Dispensations granted by the Monitoring Officer)</small>	<b>Consultation with relevant Ward Member(s)</b>  <b>Yes/No</b>	<b>Subject to Call-in?</b>  <b>Yes/No</b>
20 <sup>th</sup> December 2019	Portfolio Holder for Corporate Finance & Governance (Councillor Carlo Guglielmi)	<p>To formally appoint the membership of the Constitution Review Working Party (CRWP) for the review of the Council's Constitution that will commence in January 2020. The membership will be Councillors G V Guglielmi (Chairman), Allen, Barry, Broderick, Coley, I J Henderson, Newton, M E Stephenson, Talbot and Wiggins.</p> <p>Designated Members who can substitute for their respective group's member will be Councillors Fowler, Placey, Porter and Winfield.</p>	In order to allow Officers to make the necessary administrative arrangements to enable the CRWP to meet and commence its work.	To appoint more or fewer or different members of the CRWP.	None	Not Applicable, but Group Leaders were requested to put forward nominations (and designated substitutes) to serve from their respective Groups.	No

**URGENT DECISIONS ONLY (If non-urgent go to "Agreement to Decision" below):-**

<b>GENERAL EXCEPTION APPLIES?</b> <small>(Rule 14 Access to Information Procedure Rules)</small>	YES/NO	If yes, has at least 5 clear days notice been given to the Chairman of the relevant overview and scrutiny committee?	YES/NO
<b>SPECIAL URGENCY APPLIES?</b> <small>(Rule 15 Access to Information Procedure Rules)</small>	YES/NO	If yes, has the Chairman of the relevant overview and scrutiny committee's consent been obtained?	YES/NO
<b>EXEMPTION FROM CALL-IN APPLIES?</b> <small>(Rule 18i Overview and Scrutiny Procedure Rules)</small>	YES/NO	If yes, has the Chairman of the relevant overview and scrutiny committee's consent been obtained?	YES/NO
<b>URGENT &amp; OUTSIDE BUDGET OR POLICY FRAMEWORK?</b> <small>(Rule 6 Budget and Policy Framework Procedure Rules)</small>	YES/NO	If yes, why is it not practical to convene a quorate meeting of full Council?	
		If yes, has the Chairman of the relevant overview and scrutiny committee's consent been obtained?	YES/NO

<b>AGREEMENT TO DECISION:-</b>		
Signed:- G.V. GUGLIELMI ..... Decision Maker	Date:- 20/12/2019.....	Delegated Power Reference (in Part 3 of the Constitution):- ...Part 3.35 section 4.2.2 paragraph number 6.....

**Original signed copy to be retained by Service.  
Electronic copy to be sent to Ian Ford and Katie Sullivan (Committee Services) for publication.**