

Date: 16 February 2009  
Our ref:  
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## CONSTITUTIONAL REVIEW WORKING PARTY

23 FEBRUARY 2009

A meeting of the Constitutional Review Working Party will be held at **4.30 pm on Monday, 23 February 2009** at the Council Chamber, Cecil Street, Margate, Kent.

### Membership:

Independent Members: Mrs Sterndale (Chairman) and Mr R Hills

Councillors: Green, Gregory, Harrison, Peppiatt and Mrs Sheldrick

### Notes:

Should any Member require further information on any matter arising from this Agenda which is not fully covered in the accompanying papers, the Officer named above will be pleased to help.

## A G E N D A

Item  
No

Subject

1. **APOLOGIES FOR ABSENCE**

To receive any apologies from Members of the Working Party.

2. **MINUTES OF PREVIOUS MEETING** (Pages 1 - 6)

To agree the Minutes of the Constitutional Review Working Party meeting held on 10 April 2008, copy attached.

3. **DECLARATIONS OF INTEREST**

To receive any declarations of interest. Members are advised to consider the extract from the Standard Board Code of Conduct for Members, which forms part of the Declaration of Interest Form at the back of this Agenda. If a Member declares an interest, they should complete that Form and hand it to the Officer clerking the meeting.

4. **CONTRACT STANDING ORDERS AND PURCHASING GUIDE** (Pages 7 - 70)

To consider the report of the Procurement and Facilities Manager.

5. **EXECUTIVE STRUCTURE - CABINET AND CABINET PORTFOLIOS** (Pages 71 - 82)

To consider the report of the Interim Head of Legal and Democratic Services as Monitoring Officer.

Item  
No

Subject

6. **EXECUTIVE STRUCTURE - LEAD MEMBERS** (Pages 83 - 88)  
To consider the report of the Interim Head of Legal and Democratic Services as Monitoring Officer.
7. **ESSENTIAL TRAINING FOR MEMBERS OF THE STANDARDS COMMITTEE** (Pages 89 - 92)  
To consider the report of the Interim Head of Legal and Democratic Services as Monitoring Officer.
8. **STANDARDS COMMITTEE - REVIEW OF ARRANGEMENTS** (Pages 93 - 96)  
To consider the report of the Interim Head of Legal and Democratic Services as Monitoring Officer.
9. **ESTABLISHMENT OF A GENERAL PURPOSES COMMITTEE** (Pages 97 - 100)  
To consider the report of the Interim Head of Legal and Democratic Services as Monitoring Officer.

**Declaration of Interest form - back of agenda**