

**APPENDIX 2
(Minute 16)****Proposed changes in the Council's Constitution**

It will be necessary to make mention of Initial Assessment Panels in Part 3, 1.2 Functions delegated to general council committees. The changes will be:

- a. To change the status of Adjudication and Review from sub-committee back to committee.
- b. Add wording in "Hearings Panels, General hearings" to read:

"Initial Assessment Panels – To assess complaints referred to Members for their adjudication under the agreed Corporate Complaints procedure"

And amend existing wording to read:

"To consider complaints by service users referred to them by Initial Assessment Panels relating to the service made available to them in accordance with the authority's agreed Corporate Complaints procedure."