

CONSTITUTION COMMITTEE – FORWARD PLAN 2017/18**APPENDIX A**

TOPIC	OBJECTIVE/OUTCOME	WHO IS RESPONSIBLE?	PRIORITY	REPORT TO COMMITTEE
(1) Council Meeting Procedure Rules	To review and consider suggested changes to the arrangements for meetings of full Council.	Director of Governance & Legal Services	High	On Agenda (January 2018)
(2) Council Petition Scheme	To consider the adoption of a Petition Scheme setting out how the Council shall respond to petitions.	Director of Governance & Legal Services	Medium	March 2018
(3) All-Party Working Group/s	To consider the establishment of all-party working group/s to promote specific issues within the Councils corporate and service priorities	Director of Governance & Legal Services	Medium	tbc
(4) Contract Procedure Rules	To review and update the Contract Procedure Rules to reflect new legislation and to align with WLGA Model Rules and best practice	Section 151 Officer, Finance, Procurement and Legal Officers	Medium	tbc
(5) Recording/ Filming in Council meetings	To review the rules on recording of meetings to ensure they meet legal requirements and best practice	Director of Governance & Legal Services	Medium	March 2018
(6) Ward Member Consultation Requirements	To enshrine ward Member consultation requirements within decision making procedures	Director of Governance and Legal Services	Medium	March 2018

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(7) Responsibility for Air Quality Management Functions	To review the appropriate allocation of responsibility for this local choice function	Director Governance and Legal Services / Head of Shared Regulatory Service	Medium	March 2018
(8) Code of Corporate Governance	To consider a draft Code of Corporate Governance (on recommendation of the Audit Committee)	Director of Governance and Legal Services / Corporate Director Resources	Medium	March 2018