

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

<b>TOPIC</b>	<b>OBJECTIVE/OUTCOME</b>	<b>WHO IS RESPONSIBLE?</b>	<b>PRIORITY</b>	<b>REPORT TO COMMITTEE</b>
(1) 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	On Agenda
(2) Contract and Finance Procedure Rules	To review and update the Contract Procedure Rules and the Finance 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	On Agenda
(3) All-Party Council Groups	To consider the establishment of all-party working group/s to consider specific issues within the Councils corporate and service priorities	Director of Governance & Legal Services	Medium	On Agenda
(4) 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	On Agenda
(5) Ward Member Consultation	To enshrine ward Member consultation requirements within decision making procedures	Director of Governance and Legal Services	Medium	On Agenda
(6) Scrutiny Committee Size and Membership	To review the size of Scrutiny Committees and membership of Task and Finish groups	Director of Governance and Legal Services	Medium	On Agenda
(7)				

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(8) Planning Delegations	To note the updated Planning Committee delegations and consider corresponding amendments to the Scheme of Delegations	Director of Governance and Legal Services	Medium	Next meeting (date tbc)
(9) 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	Next meeting (date tbc)
(10) 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	Next meeting (date tbc)
(11) Council Meeting Procedure Rules	To review and consider suggested changes to the arrangements for meetings of full Council.	Director of Governance & Legal Services	High	Spring 2019