

Constitution and Member Services Standing Panel (Chairman – Cllr Mrs M Sartin)

Item	Report Deadline / Priority	Progress / Comments	Programme of Future Meetings
(1) Review of May Elections	16 July 2012	COMPLETED	16 July 2012; 25 September; 4 December; and 7 January 2013 26 March
(2) Complaints Panel - Jurisdiction	16 July 2012	COMPLETED	
(3) Review of Substitution at Meetings	16 July 2012	COMPLETED	
(4) Audit and Governance Committee – review of Constitution	16 July 2012	COMPLETED	
(5) Staff Appeals Panel Terms of Reference	25 September 2012		
(6) Electronic Delivery of Agenda	25 September 2012		

(7) Review of Petitions	25 September 2012		
(8) Review of the Protocol on Officer/Member Relations	4 December 2012		
(9) Employment Procedure Rules - Revision	4 December 2012		
(10) Review of Portfolio Holder Assistants as Members of Audit and Governance Committee	4 December 2012		
(11) Review of Annual Council	7 January 2013		
(12) Housing Appeals and Review Board – Review of Order of Presentation	7 January 2013		
(13) Review of November 2012 Elections	7 January 2013		
(14) Contract Standing Orders – Two Review Items	26 March 2013		
(15) Review of Financial Regulations	26 March 2013		
(16) Review of Officer Delegation (Including delegation of direct action under Section 178 of the Town and Country Planning Act 1990)	26 March 2013		

