

Appendix 2

Constitution Review Working Group Work Programme 2023/24

(Updated: 5 December 2023)

NB. All references to Constitution sections are as at the time of circulating the work programme. The Constitution is available on the [website](#)

Area for Review	Timeframe	Committee Meeting Target Date
Part 2 – Committee Terms of Reference	TBC	15 July Full Council meeting [29 May AARC]
Part 8 - Overview and Scrutiny Procedure Rules	19 January 2024 Constitution WG meeting	26 February Full Council meeting
Part 4 - Meeting rules and procedures for committees <ul style="list-style-type: none"> • Motions (4.18) • Rules of debate (4.22) • Recorded vote (4.25) 	TBC	15 July Full Council meeting [29 May AARC]
Part 6 – Council procedure rules <ul style="list-style-type: none"> • Leader receiving minutes from other committees (6.4) • Questions to the leader (6.6) 	TBC	15 July Full Council meeting [29 May AARC]
Part 3 - Officer scheme of delegation	TBC	tbc
Monitoring Officer changes (under delegation) <ul style="list-style-type: none"> • Part 4.26 Voting on appointments • Part 12.2 Leader of the Council • Part 5 - Removal of virtual meetings procedures 	19 January 2024 Constitution WG meeting	26 February Full Council meeting

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<ul style="list-style-type: none"> Part 13 – Procedure for local determination of allegations – to be added as an annex to the Code of Conduct 		
<p>Procedure Rules of other committees:-</p> <ul style="list-style-type: none"> Planning Committee Accounts, Audit and Risk Committee Budget Planning Committee Executive Full Council Licensing Committee Standards Committee Personnel Committee Shareholder Committee 	<p>To be allocated To be allocated To be allocated To be allocated To be allocated To be allocated To be allocated To be allocated</p>	<p>tbc tbc tbc tbc tbc tbc tbc tbc</p>
<p>Part 22 – Contract Procedure Rules</p>	<p>16 February 2024</p>	<p>26 February Full Council meeting</p>
<p>Part 21 – Financial Procedure Rules</p>	<p>To be allocated</p>	<p>tbc</p>
<p>Part 20 – Officer Employment Rules</p>	<p>To be allocated</p>	<p>tbc</p>