

Date	Activity	Who
9/9/16	Briefing re proposed timetable	Group leaders/Annie Brookes
9/9/16	Agree recommendations in response to questions circulated and agree timetable for adoption	Working group/Claire Ward
w/c 26/09/16	Agree any outstanding recommendations and plans for workshops with specific focus as below including working group representation at these sessions.	Working group/Claire Ward
w/c 03/10/16	Focus workshop for planning and regulatory members on operation of planning and regulatory rules, balance o functions, and planning code	Planning and regulatory members/Claire Ward/Richard Ball
w/c 10/10/16	Focus workshop for scrutiny members on operation of scrutiny rules/remits etc	Scrutiny members/Claire Ward/Geoff Hughes/governance
20/10/16	Focus session at leader's briefing on cabinet functions, rules etc	Cabinet members/Claire Ward
w/c 24/10/16	Focus workshop for AGC members on Code of corporate governance, financial procedure rules, and contract procedure rules	AGC members/Erica Hermon/Josie Rushgrove/Annie Brookes
W/c 31/10/16	Review drafts for presentation at all member seminar and agree arrangements	Working group
8/11/16	Publish papers for all member seminar	Claire Ward/governance
15/11/16	All member seminar on proposed changes	Working group to lead
28/11/16	Working group present recommendations/draft constitution to be recommended to Council and agree timetable for any further work (eg on code of conduct which requires consultation with all parish councils before any changes can be made; and employee code which requires consultation with staff side representatives.)	Working group and AGC
16/12/16	Adopt new constitution	Council