

**Constitution Working Group  
(Chairman – Councillor S Rackham)  
Work Programme 2021/22**

<b>Item</b>	<b>Timescale</b>	<b>Progress</b>	<b>Officer / owner</b>
(1) Constitution	Ongoing	To consider the ongoing review of the Constitution to ensure alignment with the Council's management structure.	N Boateng
(2) Procurement Rules 2021	27 July 2021  2 September 2021	<b>Completed</b> To consider the new Procurement Rules (agreed by Cabinet Dec 2020); and  Continued from July 2021 meeting.	J Warwick / S McNamara
(5) Statutory Statement of Accounts – change of delegated authority for approving	2 September 2021	<b>Completed</b> Change of delegated authority for approving Statutory Statement of Accounts from Council to Audit & Governance Committee (Council (Minute no 27) recommendation made to Constitution Working Group at 29.07.21 meeting).	A Small / N Boateng
(3) Article 4 – The Full Council Terms of Reference	23 November 2021	<b>Completed</b> To review Article 4 – The Full Council Terms of Reference sub-paragraph 1 (c).	N Boateng
(4) Part 3 – Scheme of Delegation – Appendix 3 – Delegation to Officers from Full Council	3 February 2022	<b>Completed</b> To discuss the CLD2 delegated powers in relation to Planning Officers.	N Boateng (to incl. N Richardson, A Marx)
(6) Joint Meeting of Development Management Chairmen and Vice-Chairmen	3 February 2022	To reconsider the composition and function of the twice annual Joint Meeting of Development Management Chairmen and Vice-Chairmen (see CWG Minute no 4).	Cllr C C Pond (to incl. N Boateng, N Richardson, A Marx)
	21 April 2022	To continue from previous meeting.	
(7) Article 4 – The Full Council Terms of Reference	21 April 2022	To discuss and review the role of Council appointees to outside bodies sub-paragraph 2(b) Ordinary meetings, (ix) receive reports about and receive questions and answers on the business of joint arrangements and external organisations).	N Boateng

(Last updated – V Messenger 11.04.22)