

**Constitution and Member Services Standing Panel 2010/11
(Chairman – Cllr Mrs M McEwen)**

Item	Report Deadline/Priority	Progress / Comments	Programme of Future Meetings
(1) Review of May 2010 Elections	24 June 2010	Completed at OSC Meeting on 12 July 2010	24 June 2010;
(2) Cancellation of meetings because of inclement weather	23 September 2010		23 September;
(3) Executive Procedure Rules – Speakers at Cabinet	23 September 2010		9 November (Extra Meeting);
(4) Assistants to Portfolio Holders	23 September 2010		16 December; and
(5) E Petitions	9 November 2010	Initial discussion at Panel meeting in June 2010. There will be further discussion around the implementation of the scheme and the petition thresholds.	17 March 2011
(6) Appointments at Annual Council	9 November 2010		
(7) Head of Paid Service, Monitoring Officer & Chief Finance Officer (Draft Protocol)	9 November 2010		
(8) Member Role Accountability Statements	9 November 2010		
(9) Member Training Review	16 December 2010		

(10) Annual Review of Financial Regulations including E Invoices	16 December 2010		
(11) Annual Review of Contract Standing Orders	17 March 2011		
(12) Annual Review of Officer Delegation	17 March 2011		
(13) Planning/Landowner Roles – Details to be confirmed	To be determined	Further discussion between Councillor L Wagland and Legal Staff on the scope of the report.	