

**Constitution and Member Services Standing Panel 2012/13
(Chairman – Councillor Mrs M Sartin)**

Item	Report Deadline/Priority	Progress / Comments	Programme of Future Meetings
(1) Review of May Elections	16 July 2012		16 July 2012; 25 September; 4 December; and 26 March 2013 Extra-Ordinary Meeting needed for January 2013
(2) Complaints Panel - Jurisdiction	16 July 2012		
(3) Review of Substitution at Meetings	16 July 2012		
(4) Audit and Governance Committee – Review of Constitution	16 July 2012		
(5) Employment Procedure Rules - Revision	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	25 September 2012		
(9) Housing Appeals and Review Board – Review of Order of Presentation	25 September 2012		
(10) Review of Annual Council	4 December 2012		

(11) Review of Portfolio Holder Assistants as Members of Audit and Governance Committee	4 December 2012		
(12) Review of November 2012 Elections	January 2013 - TBC		
(13) Contract Standing Orders – Two Review Items	26 March 2013		
(14) Review of Officer Delegation	26 March 2013		
(15) Review of Financial Regulations	26 March 2013		