

### Year 1

1. Review part I, summary and explanation
2. Update and review part 8, management structure
3. Review Part 2 articles of the Constitution
4. Review Council Procedure Rules
5. Review Cabinet Procedure Rules
6. Review Overview & Scrutiny Procedure Rules

### Year 2

7. Review Access to Information Procedure Rules
8. Review standing orders relating to the appointment and dismissal of officers
9. Review Contract Procedure Rules
10. Review Financial Procedure Rules
11. Review Protocols and Members in their dealings with contractors/developers
12. Review Part 3 – Responsibility for Functions

### Year 3

13. Review Members' Code of Conduct
14. Review Officers' Code of Conduct
15. Review Protocol on Members/Officer relations
16. Review confidential reporting procedures for officers and Members
17. Review Code of Best Practice for Planning Procedures (following consideration by Planning Protocol Working Group)
18. Review Part 7 Audit Procedures
19. Review Part 6 – Members' Allowances

Throughout the programme to update to reflect:-

- Legislative changes
- Changes agreed by Council or Cabinet
- Changes in staffing structures, job titles, committee titles etc.
- Annual updates of code of corporate governance