

## APPENDIX 16

### CONSTITUTIONAL STEERING PANEL

#### COMPREHENSIVE CONSTITUTIONAL REVIEW 2007/08

#### WORK PROGRAMME

Date	Event	Comment
23 May 2007	Constitutional Council	Current review completed
June 2007	First meeting of CSP: <ul style="list-style-type: none"> <li>Principles of review and constitution</li> <li>First ideas on structure</li> <li>Update on new legislation</li> <li>Briefing on legislative constraints</li> <li>Project plan including consultation arrangements</li> </ul>	Objective is to get framework for review agreed
Early July 2007	Consultation phase 1: Work to identify with members and officers what structure would help make constitution accessible	We could do this by interviews with key users of constitution, focus groups, intranet site and members bulletin. Would panel prefer consultation with members to be through groups?
July/August 2007	Analysis by officers of consultation. Structural proposals developed for panel, initial work starts on contents.	If we are prepared to look fundamentally at the structure, we cannot draft the work plan in terms of current structure. There are currently 3 major areas within the constitution : rules on who makes decisions, procedural rules for meetings and conduct rules. For the purpose of this plan it is assumed these 3 key areas remain, and 3 meetings are required in relation to each of them.
September 2007	Second meeting of CSP <ul style="list-style-type: none"> <li>Agree structure</li> <li>Agree final project plan</li> <li>Consideration of any early drafts available, focusing on style/language</li> </ul>	
Early October 2007	Third meeting of CSP	NB Until we have a clear idea of how the council

Date	Event	Comment
	<ul style="list-style-type: none"> <li>• Detail of key area 1</li> <li>• Briefing for CSP on code of governance progress?</li> </ul>	is going to react to the changes introduced in the new Bill, we will need to focus on key areas which are unaffected by that (primarily the procedural rules and conduct issues)
Late October 2007	Fourth meeting of CSP <ul style="list-style-type: none"> <li>• Detail of key area 1</li> </ul>	
November 2007	Assumed date for Royal Assent to Local Government and Public Health Bill	
Early November 2007	Consultation phase 2: on detail of key area 1	If we are dealing with conduct issues (eg member officer protocol and publicity) should we involve standards committee in this?
Mid- November 2007	Fifth meeting of CSP <ul style="list-style-type: none"> <li>• Detail of key area 2</li> </ul>	
Early December 2007	Sixth meeting of CSP <ul style="list-style-type: none"> <li>• Detail of key area 2</li> </ul>	
December/January 2007/8	Consultation phase 3: on detail of key area 2	
December/January 2007/8	Analysis of consultation phase 2	
Late January 2008	Seventh meeting of CSP <ul style="list-style-type: none"> <li>• Revisit key area 1 based on consultation</li> <li>• Consideration of options relating to new Act</li> </ul>	We have not yet thought about the process for responding to the changes in the new Act, but it seems likely that the CSP should play a role in that, in so far as they affect the constitution
Early February 2008	Eighth meeting of CSP <ul style="list-style-type: none"> <li>• Revisit key area 2 based on consultation</li> </ul>	
Late February 2008	Ninth meeting of CSP <ul style="list-style-type: none"> <li>• Detail of key area 3</li> </ul>	This assumes that by this stage there is enough clarity around the options in the Act in so far as they affect us that we can deal with the detail at this session. There is likely to be an interaction with other committee work at this stage, eg standards committee in relation to the local filter, executive

Date	Event	Comment
		in relation to some options under the Bill etc.
Early March 2008	Tenth meeting of CSP <ul style="list-style-type: none"> <li>• Detail of key area 3</li> </ul>	
March/April 2008	Consultation phase 4: on detail of key area 3	
Late April 2008	Analysis of consultation phase 4	
Early May 2008	Final meeting of CSP <ul style="list-style-type: none"> <li>• Revisit key area 3 based on consultation</li> <li>• Finalise proposals for council assembly</li> </ul>	