

APPENDIX C

Governance Review – Action Plan – 2018/19

No	Action	Complete by
1.	Council Procedure Rules	February 2019
2.	Access to Information Rules	February 2019
3.	Budget and Policy Framework Rules	February 2019
4.	Cabinet Procedure Rules	February 2019
5.	Scrutiny Procedure Rules	February 2019
6.	Call In Procedure	February 2019
7.	Financial Procedure Rules	April 2019
8.	Contract Procedure Rules	February 2019
9.	Executive Delegation Scheme	February 2019
10.	Officer Delegation Scheme	February 2019
11.	Review Special Responsibility Allowance	February 2019
12.	Member Code of Conduct	April 2019
13.	Employee Code of Conduct	April 2019
14.	Protocol on Member/Officer Relations	April 2019
15.	Gifts and Hospitality	April 2019
16.	Members Roles and Responsibilities	February 2019
17.	Committee Terms of Reference	February 2019
18.	Substitute Policy	February 2019
19.	Annual calendar	December 2019