

## APPENDIX 2

### ACTION PLAN – EXECUTIVE ARRANGEMENTS

1 <sup>st</sup> April – 13 <sup>th</sup> May	Consult with Members re: form of new arrangements.
1 <sup>st</sup> May – 13 <sup>th</sup> May	Prepare consultation plan
1 <sup>st</sup> May – 8 <sup>th</sup> August	Draft new constitution.
13 <sup>th</sup> May – 17 <sup>th</sup> May	Prepare report for Full Council.
27 <sup>th</sup> May	Annual Council to consider report re: proposed formal executive arrangements and consultation arrangements.
1 <sup>st</sup> June	Officer meeting with Eversheds.
1 <sup>st</sup> June – 1 <sup>st</sup> July	Consultation on the proposed formal executive arrangements.
6 <sup>th</sup> June	Eversheds Member Development session 6.30 p.m.
10 <sup>th</sup> June	Consultation out to LSP members and partners.
10 <sup>th</sup> June	Consultation out to other partners.
13 <sup>th</sup> June	IDeA Member Development session : Development of Overview and Scrutiny function.
20 <sup>th</sup> June	Julian Joinson and Chris McConville to meet with Paul Clarke of the IDeA to develop Overview and Scrutiny Plan.
15 <sup>th</sup> June – 13 <sup>th</sup> July	Analysis of Consultation responses.
17 <sup>th</sup> June	Commencement of leaflet drop to all households.
28 <sup>th</sup> June	Eversheds session with Senior Management Team.
30 <sup>th</sup> June	Officer meeting with Eversheds 11.00 a.m.
30 <sup>th</sup> June	Member session with Eversheds 6.30 p.m.
1 <sup>st</sup> – 4 <sup>th</sup> July	Preparation of report to Council.
13 <sup>th</sup> July	Report to Full Council with results of consultation and adoption of proposal.

14 <sup>th</sup> July	Send proposals to ODPM.
18 <sup>th</sup> July	Member training session with Eversheds 6.30 p.m.
18 <sup>th</sup> July – 13 <sup>th</sup> August	Preparation of report to Council.
24 <sup>th</sup> August	Full Council to resolve to adopt new governance arrangements and new constitution with effect from 1 <sup>st</sup> October 2005.
25 <sup>th</sup> August – 30 <sup>th</sup> September	Training for members and officers on new governance arrangements.
8 <sup>th</sup> September	IDeA Member training re: Executive Overview and Scrutiny roles 6.30 p.m.
19 <sup>th</sup> September	Officer training session with Eversheds 3.00 p.m.  Member training re: Awareness of New Structures, Constitution 6.30 p.m.
26 <sup>th</sup> September	Officer training session with Eversheds 3.00 p.m.  Member training re: Awareness of New Structures, Constitution 6.30 p.m.
1 <sup>st</sup> October	Implementation of new governance arrangements.

Updated 5<sup>th</sup> July 2005.