

<b>CONSTITUTION AND ETHICS COMMITTEE</b>	AGENDA ITEM No. 11
<b>8 JULY 2019</b>	<b>PUBLIC REPORT</b>

Report of:	Fiona McMillan, Director Law and Governance and Monitoring Officer	
Cabinet Member(s) responsible:	Councillor David Seaton, Chairman and Cabinet Member Finance	
Contact Officer(s):	Dan Kalley, Senior Democratic Services Officer	Tel. 296334

**WORK PROGRAMME, FUTURE DATES AND MEMBER ISSUES**

R E C O M M E N D A T I O N S	
<b>FROM:</b> Fiona McMillan, Director of Law and Governance and Monitoring Officer	<b>Deadline date:</b> N/A
<p>It is recommended that the Constitution and Ethics Committee</p> <ol style="list-style-type: none"> <li>1. Notes and agrees the Work Programme for the remainder of the municipal year 2019/20.</li> <li>2. Notes the work being carried out around the Independent Remuneration Panel and report to be brought back at a future date.</li> <li>3. Agree to moving the date of the 6 January 2020 to the end of January 2020.</li> </ol>	

**1. ORIGIN OF REPORT**

1.1 This is a standard report to the Constitution and Ethics Committee which forms part of its agreed work programme. This report provides details of the Draft Work Programme for the following municipal year.

**2. PURPOSE AND REASON FOR REPORT**

2.1 The programme can be refreshed throughout the year in consultation with senior officer and the Committee membership to ensure that it remains relevant and up to date. In addition, any delays in reporting issues are recorded so that they do not drop off the committee agenda.

2.2 This is also an opportunity for Members of the Committee to raise any issues of concern under the Committee's terms of reference for discussion or addition to the work programme.

2.3 With the next meeting of the Committee scheduled for 6 January 2020 and with the Christmas shutdown it is proposed to move the meeting to the end of January, with a date to be confirmed in due course.

**3. TIMESCALES**

Is this a Major Policy Item/Statutory Plan?	<b>NO</b>	If yes, date for Cabinet meeting	<b>N/A</b>
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#### **4. KEY ISSUES**

- 4.1 Members will recall that following a motion to Full Council on , members resolved to refer for consideration to the Constitution and Ethics Committee, consideration of entitlement to special responsibility allowance and continued Chairmanship in circumstances of protracted absence. The Scheme of Allowances is due to be reviewed in readiness for implementation during the next municipal year. The Monitoring Officer is in the process of making the necessary arrangements to recruit an Independent Remuneration Panel to fulfil this task. It is appropriate for the IRP to consider the question of entitlement as part of their review and this will therefore form part of its remit. Following conclusion of that exercise the Monitoring Officer will provide an update to the Constitution and Ethics Committee and make recommendations as to any associated constitutional amendments that may be required to include those relating to changes to the Chairmanship.

#### **5. IMPLICATIONS**

##### **Financial Implications**

- 5.1 There are none.

##### **Legal Implications**

- 5.2 There are none.

##### **Equalities Implications**

- 5.3 There are none.

#### **6. APPENDICES**

- 6.1 Appendix A - Work Programme 2019/20.

## APPENDIX A

DATE: 8 JULY 2019			
		Section / Lead	Description
	Scrutiny update from Government and review of scrutiny committee arrangements	Dem Services	To receive a report on conclusions and findings from government report and review current scrutiny arrangements.
	Officer Code of Conduct	Fiona McMillan	To update the Officer Code of Conduct
	Committee start times and Council meeting frequency	Dem Services	To review the start times for all Committee's of the Council and to review the overall number of Full Council meetings
	<b>INFORMATION AND OTHER ITEMS</b>		
	Dispensations Issues	Fiona McMillan Legal	To receive an update on the use of dispensations.
	Update on National Issues	Fiona McMillan Legal	To receive a report on any issues of national importance
	Update on Parish Council Register of Interests	Linda Letch/Claire Osborne	To receive an update on progress with Parish Council register of interests.
	Report on Code of Conduct Issues	Fiona McMillan	To receive an update as to any code of conduct cases
	Work Programme 2019 / 2020	Democratic Services Dan Kalley	

**DATE: JANUARY 2020 (TBC)**

	<b>Section / Lead</b>	<b>Description</b>
Review the Cost Implications of Motions to Council	Fiona McMillan Legal	To review any costs associated with motions passed at Full Council
Model Code of Conduct (LGA) (If completed)	Fiona McMillan	To review the Council's code of conduct based on new model code of conduct from the LGA.
Members Gifts and Hospitality Policy guide	Fiona McMillan	To update and review the policy guide for Member's gifts and hospitality
<b>INFORMATION AND OTHER ITEMS</b>		
Dispensations Issues	Fiona McMillan Legal	To receive an update on the use of dispensations.
Update on National Issues	Fiona McMillan Legal	To receive a report on any issues of national importance
Update on Parish Council Register of Interests	Linda Letch/Claire Osborne	To receive an update on progress with Parish Council register of interests.
Report on Code of Conduct Issues	Fiona McMillan	To receive an update as to any code of conduct cases
Work Programme 2020 / 2021	Democratic Services Dan Kalley	