

<b>CONSTITUTION AND ETHICS COMMITTEE</b>	AGENDA ITEM No. 13
<b>12 OCTOBER 2020</b>	<b>PUBLIC REPORT</b>

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

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

<b>R E C O M M E N D A T I O N S</b>	
<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> <p>1. Notes and agrees the Work Programme for the remainder of the municipal year 2019/20.</p>	

**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.

**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. IMPLICATIONS**

**Financial Implications**

4.1 There are none.

**Legal Implications**

4.2 There are none.

**Equalities Implications**

4.3 There are none.

**5. APPENDICES**

5.1 Appendix A - Work Programme 2020/21.

## APPENDIX A

DATE: 12 OCTOBER 2020			
		Section / Lead	Description
	Chairing of Scrutiny Committees	Paulina Ford Democratic Services	To review the chairing of Scrutiny Committees
	Members Gifts and Hospitality	Amy Brown/Pippa Turvey Legal	To update and review the Members Gifts and Hospitality
	Update to Standing Orders – Minutes, motions submission review, Petition scheme, voting and abstentions	Pippa Turvey/Fiona McMillan Democratic Services	To update the Council's standing orders to include cut off for Members to raise queries on omissions from minutes, submissions of motions, petition scheme and voting/abstentions
	Member Officer Protocol	Fiona McMillan Legal	To review working arrangements of motions and working with officers of the Council and use of Council resources, to review use of Council premises.
	Review of urgent Decisions	Fiona McMillan Legal	To review reasons for urgent decisions being taken.
	Independent Remuneration Panel	Pippa Turvey Democratic Services Officer	Terms of Reference for the Independent Remuneration Panel
	<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
	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	

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<b>DATE: 23 NOVEMBER 2020</b>			
		<b>Section / Lead</b>	<b>Description</b>
	Social Media Policy/Guide	Fiona McMillan Legal	To review the Social Media code for members.
	<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
	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	

<b>DATE: 8 FEBRUARY 2021</b>			
		<b>Section / Lead</b>	<b>Description</b>
	<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
	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	

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