

CONSTITUTION AND ETHICS COMMITTEE	AGENDA ITEM No. 11
30 SEPTEMBER 2024	PUBLIC REPORT

Report of:	Neil McArthur, Director Legal and Governance and Monitoring Officer		
Cabinet Member(s) responsible:	Councillor Jamil, Deputy Leader and Cabinet Member for Corporate Governance and Finance		
Contact Officer(s):	Karen Dunleavy, Democratic Services Officer	Tel. 452233	

WORK PROGRAMME

RECOMMENDATIONS	
FROM: Neil McArthur, Director of Legal and Governance and Monitoring Officer	Deadline date: N/A
<p>It is recommended that the Constitution and Ethics Committee</p> <p>1. Notes and agrees the Work Programme with any additional items or suggestions to be included</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 as it stands.

2. PURPOSE AND REASON FOR REPORT

2.1 The programme can be refreshed throughout the year in consultation with the 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?	NO	If yes, date for Cabinet meeting	N/A
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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 2024/25.

APPENDIX A

DATE: 29 JULY 2024			
		Section / Lead	Description
	Update on implementation of CFGS recommendations	Neil McArthur Legal	To provide an update on the CfGS recommendations
	Report on Code of Conduct Issues	Neil McArthur Legal	To receive an update as to any code of conduct cases
	Council’s Finance Regulations – Constitution Update	Emma Ridding	To receive a report on the update to financial regulations within the Council’s Constitution for comment and endorsement to Full Council.
	Start Time of Committee Meetings 2024/25	Karen Dunleavy	To agree the start time of meetings for the new municipal year 2024/25.
	INFORMATION AND OTHER ITEMS		
	Dispensations Issues	Neil McArthur Legal	To receive an update on the use of dispensations.
	Draft Work Programme 2024/ 2025	Democratic Services Karen Dunleavy	To agree the work programme for the year ahead.

DATE: 30 September 2024

		Section / Lead	Description
	Civic Awards	Sue Proctor	To launch a new process for Civic Awards.
	Alderman Status	Sue Proctor	Nominations to Full Council report.
	Council Champions	Neil McArthur Legal	Final agreement on the protocol so that it can be referred to FC for adoption with the additional champion request.
	INFORMATION AND OTHER ITEMS		
	Dispensations Issues	Neil McArthur Legal	To receive an update on the use of dispensations.
	Report on Code of Conduct Issues	Neil McArthur	To receive an update as to any code of conduct cases
	Work Programme 2024 / 2025	Democratic Services Karen Dunleavy	

DATE: 18 November 2024

		Section / Lead	Description
	Plan for the review of the Constitution	Neil McArthur Legal	Plan to review selected parts of the constitution which need updating due to legislation and/or other changes.
	Update on the Council's Complaints Process	Neil McArthur Legal	To update Members on the current process for complaints about a Councillor with the aim to gain feedback.

	Members Training Programme	Neil McArthur/Democratic Services	To review training attendance, including feedback received in relation to sessions attended. Provide and update on the LGA Training Programme
	INFORMATION AND OTHER ITEMS		
	Civic Awards	Rachel Edwards/Sue Proctor	Committee to consider Civic Award nominations and recommend qualifying nominees for approval by Full Council.
	Dispensations Issues	Neil McArthur Legal	To receive an update on the use of dispensations.
	Report on Code of Conduct Issues	Neil McArthur Legal	To receive an update as to any code of conduct cases
	Work Programme 2024 / 2025	Democratic Services Karen Dunleavy	

DATES: 3 FEBRUARY 2025

		Section / Lead	Description
	Update on the review of the Constitution	Neil McArthur Legal	To provide an update on the progress of the Constitution Review
	Start Time of Committee Meetings 2025/26	Karen Dunleavy	To agree the start time of meetings for the new municipal year 2025/26.
	INFORMATION AND OTHER ITEMS		
	Dispensations Issues	Neil McArthur Legal	To receive an update on the use of dispensations.

	Report on Code of Conduct Issues	Neil McArthur Legal	To receive an update as to any code of conduct cases
	Work Programme 2024 / 2025	Democratic Services Karen Dunleavy	