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**REPORT OF THE DIRECTOR GOVERNANCE & LEGAL SERVICES**

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**FORWARD WORK PLAN**

**Reason for this Report**

1. To receive, consider and approve the Constitution Committee Forward Work Plan for 2017/18 as detailed in **Appendix A** to this report.

**Background**

2. The Constitution Committee is responsible for reviewing the Council's Constitution, recommending any changes to Council and/or Cabinet. It has authority (subject to the Monitoring Officer's advice) to make the following changes on behalf of the Council:-
  - a) Drafting improvements to enhance clarity and remove minor anomalies.
  - b) Updating to reflect legislative changes and matters of record.
  - c) Amendments to the Financial, Contracts and Land Procedure Rules (subject to the advice of the S.151 Officer being sought).
3. The Forward Work Plan gives notice of, and transparency to, matters under review and for decision during the municipal year and reflects the Committees objective to improve and enhance governance of the Council; to have effective outcomes; and to ensure that it complies with legal obligations and identifies potential risks.
4. The Forward Work Plan needs to reflect the time commitment required for Committee Members and the resources available within the Council to meet the Committee's ambitions.

**Issues**

5. The main work stream for the Committee in 2017/18 is to develop improvements to aspects of the Constitution, in particular in relation to making Council meetings more effective, giving greater transparency to how decisions are made and the way the Council and its Officers function.

## **Legal Implications**

6. There are no direct legal implications arising from the content of this report.

## **Financial Implications**

7. There are no direct financial implications arising from this report, provided the work can be met from within existing resources.

## **RECOMMENDATION**

The Committee is recommended to approve the Forward Work Plan 2017/18, and the areas considered as priorities as set out in **Appendix A**.

**Davina Fiore**

**Director of Governance & Legal Services and Monitoring Officer**

20 February 2018

CC/DF/V1.0

Appendices

**Appendix A** – Constitution Committee Forward Work Plan 2017-2018

Background Papers