

COMMITTEE WORK PLAN 2021 - 2022

Head of Service:	Gillian McTaggart, Head of Corporate Assurance
Wards affected:	(All Wards);
Urgent Decision?(yes/no)	No
If yes, reason urgent decision required:	
Appendices (attached):	Appendix 1 Work Plan 2021-2022 Appendix 2 New Terms of Reference Appendix 3 Tracker on progress of work plan

Summary

This report presents the Committee with the updated work plan for 2021-2022

Recommendation (s)

The Committee is asked to:

- (1) **Note and agree the ongoing work plan for 2021- 2022 as outlined in Appendix 1**

1 Reason for Recommendation

- 1.1 The annual work plan will help to provide the necessary priorities for the 2021- 2022 municipal year.

2 Background

- 2.1 A report was brought to this Committee on 16 June 2021 outlining the work plan for the Committee. This report provides an update on the programme of work.
- 2.2 The Council has engaged the LGA to support on going work in respect of reviewing and updating the Constitution which will be reported to full Council in May 2022. We will also be receiving support from the Centre for Governance and Scrutiny (CfGS) in considering governance issues.
- 2.3 A review of the LGA new code of Conduct for Members will be brought to this Committee in June.

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- 2.4 The Committee should note that since previously reported there are several changes to the work plan as shown in Appendix 1 .A review of the terms of reference for each committee has been undertaken and reported to the Strategy & Resources Committee on 27 January 2022 and full Council on 15 February 2022 . As part of this work it has been agreed that a cross-party working group be established to take forward the next phases of the Constitution review work . This will include but not limited to the number of members on committees, sub committees, the Constitution, Standing Orders and remaining terms of reference
- 2.5 Within the new terms of refence the new committee, as outlined in it new terms of reference as shown Appendix 2 will be renamed the Standards and Constitution Committee and will be responsible for making recommendations regarding
 - 2.5.1 significant revisions to the Constitution (subject to other policy committees being able to make recommendations direct to Council about proposed changes to their terms of reference)
 - 2.5.2 the adoption and revision of the Members Code of Conduct
 - 2.5.3 Changes to the Committee's Term of Reference
 - 2.5.4 other matters under the Committees jurisdiction which, by virtue of statutory provision, must be determined by full Council
- 2.6 It is intended that the work of the Members Working Group will be reported to full Council in May . This will include the following items from the original work programme reported on
 - 2.6.1 Officer Code of Practice
 - 2.6.2 Consideration of Non Committee Members speaking rights at Committee
 - 2.6.3 Protocol on use of call in procedure
 - 2.6.4 Public Participation Standing Orders
 - 2.6.5 Review of Appointment to Outside Bodies
 - 2.6.6 Officer Scheme of delegation
 - 2.6.7 Officer & Members Indemnities
- 2.7 A tracker of the original work plan as shown in Appendix 3 , outlines progress and any changes to where items for consideration will be reported Following on from the work of the Working Group a new work plan will be developed for this committee for 2022-23

3 Risk Assessment

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Legal or other duties

3.1 Impact Assessment

3.1.1 none

3.2 Crime & Disorder

3.2.1 None

3.3 Safeguarding

3.3.1 None

3.4 Dependencies

3.4.1 Work scheduled with the LGA

3.5 Other

3.5.1 None

4 Financial Implications

4.1 Both the work of the LGA and the Centre for Public Scrutiny is provided at no cost to the Council

4.2 **Section 151 Officer's comments:** None arising from the contents of this report.

5 Legal Implications

5.1 The updated Constitution will clearly explain how the Council conducts its business, how decisions are made . and the procedures to be followed.

5.2 **Legal Officer's comments:** None arising from this report.

6 Policies, Plans & Partnerships

6.1 **Council's Key Priorities:** The following Key Priorities are engaged:
Effective Council

6.2 **Service Plans:** The matter is included within the current Service Delivery Plan.

6.3 **Climate & Environmental Impact of recommendations:** none arising from the content of this report

6.4 **Sustainability Policy & Community Safety Implications:** none arising from the content of this report

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6.5 **Partnerships:** none arising from the content of this report

7 Background papers

7.1 The documents referred to in compiling this report are as follows:

Previous reports:

- Standards Committee 16 June 2021 - Committee Work Plan 2021-22

Other papers:

- None