

<b>ISLE OF ANGLESEY COUNTY COUNCIL</b>	
<b>Report to:</b>	<b>The Executive</b>
<b>Date:</b>	<b>19 May 2014</b>
<b>Subject:</b>	<b>Changes to the Constitution – The Forward Work Programme</b>
<b>Portfolio Holder(s):</b>	<b>Councillor Alwyn Rowlands</b>
<b>Head of Service:</b>	<b>Lynn Ball Head of Function – Council Business and Monitoring Officer</b>
<b>Report Author:</b> Tel: E-mail:	<b>Huw Jones, Interim Head of Democratic Services</b> <b>01248 752108</b> <a href="mailto:JHuwJones@anglesey.gov.uk">JHuwJones@anglesey.gov.uk</a>
<b>Local Members:</b>	<b>Not applicable.</b>

<b>A –Recommendation/s and reason/s</b>
<p>The Forward Work Programme (FWP) enables Members of the Council and the public to see what key decisions are likely to be taken by the Executive over the coming months.</p> <p>The FWP originally covered a period of four months and was updated quarterly. To strengthen forward planning arrangements, it was decided that it should cover a longer period than the original four-months on which it was based (<i>ie</i> eight months).</p> <p>Additionally, as the FWP is a flexible document, it is now submitted as a standing monthly item to the Executive and then published monthly on the Council's website.</p> <p>Against this background, the support of the Executive and the approval of the full Council is sought to update the Council's Constitution to reflect the enhanced current arrangements, rather than the dated requirements still reflected in the Constitution.</p> <p>The Executive is therefore requested to recommend to Council that:</p> <p>the proposed amendments to part 4.2.12 of the Constitution, as detailed in the appendix to this report, be approved, and</p> <p>the Monitoring Officer be authorised to update the Constitution accordingly.</p>

**B – What other options did you consider and why did you reject them and/or opt for this option?**

None as the proposed changes only update the Constitution to reflect the current practice at the Council in respect of the FWP.

**C – Why is this a decision for the Executive?**

Changes to the Constitution require the approval of full Council but the Executive is entitled to express its view first.

**D – Is this decision consistent with policy approved by the full Council?**

Yes.

**DD – Is this decision within the budget approved by the Council?**

Not applicable.

<b>E – Who did you consult?</b>		<b>What did they say?</b>
1	<b>Chief Executive / Strategic Leadership Team (SLT)</b> (mandatory)	
2	<b>Finance / Section 151</b> (mandatory)	
3	<b>Legal / Monitoring Officer</b> (mandatory)	Report agreed with the Monitoring Officer.
5	<b>Human Resources (HR)</b>	
6	<b>Property</b>	
7	<b>Information Communication Technology (ICT)</b>	
8	<b>Scrutiny</b>	
9	<b>Local Members</b>	
10	<b>Any external bodies / other/s</b>	

<b>F – Risks and any mitigation (if relevant)</b>	
<b>1</b>	<b>Economic</b>
<b>2</b>	<b>Anti-poverty</b>
<b>3</b>	<b>Crime and Disorder</b>
<b>4</b>	<b>Environmental</b>
<b>5</b>	<b>Equalities</b>
<b>6</b>	<b>Outcome Agreements</b>
<b>7</b>	<b>Other</b>

<b>FF - Appendices:</b>
Appendix 1 – the recommended changes to the Council’s Constitution with regard to the FWP.

<b>G - Background papers (please contact the author of the Report for any further information):</b>
The Council’s Constitution

## 4.2.12 The Forward Work Programme

### 4.2.12.1 Period of forward work programme

The forward work programme will be prepared by the Chief Executive to cover a period of **eight** ~~four months~~ **and will be updated monthly.** ~~It will be updated quarterly.~~

### 4.2.12.2 Contents of forward work programme

The forward work programme will contain matters which the Executive, Scrutiny Committees and full Council are likely to consider. It will contain information on:

4.2.12.2.1 the timetable for considering the budget and any plans forming part of the policy framework and requiring council approval, and which body is to consider them;

4.2.12.2.2 the timetable for considering any plans which are the responsibility of the Executive;

4.2.12.2.3 any individual matters on which the Executive intends to consult in advance of taking a decision, and the timetable for consultation and decision;

4.2.12.2.4 the work programme of the Scrutiny Committees, to the extent that it is known.

### 4.2.12.3 Publicity for forward work programme

**Updates to** the forward work programme will be published **on the Council's website on a monthly basis.** ~~at least 14 days before the start of the period covered. The Chief Executive will publish once a year a notice in at least one newspaper circulating in the area, stating that a forward work programme will be published and giving the publication dates for that year.~~