

CONSTITUTION AND DEMOCRATIC SERVICES COMMITTEE FORWARD WORK PROGRAMME

Current FWP (November 2024)

Date of meeting	Subject	Purpose of Report / Presentation	Responsible / Contact Officer
Tuesday, 21st January 2025	Diversity in Democracy Action Plan	For the committee to consider, review and update the Council's 'Diversity in Democracy Action Plan'.	Democratic Services Manager
	Meeting arrangements	For the committee to consider and review the arrangements and management of meetings following feedback at the committee's September meeting.	Democratic Services Manager
	Review of Constitution: Motions on Notice and Questions	A request has been referred to the committee to examine the use of 'Motions on Notice' under Section 11 of the Constitution and 'Questions' under Section 9.	Democratic Services Manager
	Member Workshops, Briefings and Seminars Update	For the committee to receive a progress report on the Member Development and Engagement events which have taken place or are scheduled.	Democratic Services Manager
Tuesday, 25th March 2025	Update on Statutory and Non-Statutory Guidance for Principal Councils in Wales – supporting provisions within the Local Government Act 2000, the Local Government (Wales) Measure 2011 and the Local Government and Elections (Wales) Act 2021.	To provide Members with an update on the implementation of the measures outlined in the Statutory and Non-Statutory Guidance for Principal Councils in Wales document.	Democratic Services Manager

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	Member Workshops, Briefings and Seminars Update	For the committee to receive a progress report on the Member Development and Engagement events which have taken place or are scheduled.	Democratic Services Manager
	Overview & Scrutiny Annual Report	The Overview & Scrutiny Annual Report is drafted in consultation with the relevant Committee Chairs. The draft is then submitted to this committee for Member comment before being submitted to Council for formal approval. The Annual Report provides the Council with assurance that the Overview & Scrutiny function is fulfilling its constitutional role.	Democratic Services Manager
	Independent Remuneration Panel for Wales (IRPW) Annual Report	To provide Members with details of the final published Annual report from the IRPW and the implications of such for consideration.	Democratic Services Manager
Friday, 13th June 2025	Member Workshops, Briefings and Seminars Update	For the committee to receive a progress report on the Member Development and Engagement events which have taken place or are scheduled.	Democratic Services Manager