



Date:	14 November 2019
Classification:	For General Release
Title:	Work Programme 2019-2020
Report of:	Head of Committee and Governance Services
Financial Summary:	There are no financial implications arising from this report
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1. Executive Summary

- 1.1 Members are asked to review the work programme set out as appendix 2 to the report and identify any other items it wishes to include to it.
- 1.2 An Action Tracker to monitor any decisions/action requests is attached at appendix 3.
- 1.3 Details of the Member Development training sessions that have been held or will be held in this Municipal Year are set out in appendix 4. Those that specifically relate to ethical standards are highlighted in bold. Member are required to list all training undertaken in preparing for or developing in their role as a councillor in their register of interests.

2. Recommendations

- 2.1 That, having regard to the Committee's Terms of Reference attached as appendix 1 of this report the Committee indicate any items it wishes to be added to its Work Programme.

3. Background Information

- 3.1 The production of a work programme is to enable the Committee to review and update its forthcoming work plan at each of its meetings.
- 3.2 In order to ensure the Committee undertakes its work programme, at the request of the Chairman, 3 meetings per annum have been programmed.
- 3.3 An Action Tracker to monitor any action requests from previous meetings is attached to this report.

4. Financial Implications

4.1 There are no financial implications.

5. Legal Implications

5.1 There are no legal implications arising from this report.

**If you have any questions about this report, or wish to inspect one of the background papers, please contact:
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Background Papers: None.