

**Constitution Working Group
(Chairman – Councillor P Bhanot)
Work Programme 2022/23**

Item	Timescale	Progress	Officer / owner
(1) Constitution	Ongoing	To consider the ongoing review of the Constitution to ensure alignment with the Council's management structure.	N Boateng
(2) DocuSign	30 June 2022	Completed Verbal report on DocuSign – to facilitate the signing of documents electronically and using an electronic seal and the updating of the Constitution. (See CWG Note 3(a)).	N Boateng
	1 November 2022	DocuSign – Proposed amendment to the Constitution, Article 15 – Finance, Contracts and Legal Matters, sections, 6, 7 and 8.	
(3) Programme 2025 Workstream (5) – What the Constitution should like?	1 November 2022	To consider if the Constitution is fit for purpose and if not, to make suggestions on how it can be improved. This workstream project is due for completion in 2025.	N Boateng / V Messenger
(4) Section 106 Agreements	tbc	Discussion on policy and procedures	N Richardson