



Standards Committee Report

Report of: Monitoring Officer

Date: 24 June 2015

Subject: Work Programme

Author of Report: Dave Ross, Democratic Services

Summary:

The report provides details of a proposed work programme for the Committee

Recommendations:

That the Committee:-

(a) considers the Work Programme and identifies any further items for inclusion;
and

(b) approves the work programme.

Background Papers:

Category of Report: OPEN

Statutory and Council Policy Checklist

Financial Implications
NO Cleared by:
Legal Implications
NO Cleared by:
Equality of Opportunity Implications
NO Cleared by:
Tackling Health Inequalities Implications
NO
Human rights Implications
NO:
Environmental and Sustainability implications
NO
Economic impact
NO
Community safety implications
NO
Human resources implications
NO
Property implications
NO
Area(s) affected
NONE
Relevant Cabinet Portfolio Lead
Councillor Ben Curran (Finance and Resources)
Is the item a matter which is reserved for approval by the City Council?
NO
Press release
NO

WORK PROGRAMME

1. Purpose of Report

- 1.1 To consider an outline work programme for the Committee and to identify any further items for inclusion.

2. Work Programme

- 2.1 It is intended that there will be at least four general meetings of the Committee during the year with additional meetings of the Sub-Committees to deal with any Standards complaints as necessary.
- 2.2 The work programme is based around the attached terms of reference and will be developed during the year.
- 2.3 An outline programme is set out below and Members are asked to identify any further items for inclusion.

Date	Items	Officer
17 September 2015	Annual Report on Complaints to the Ombudsman	Jenny Callaghan
	Member Development Programme	Gillian Duckworth
	To review: <ul style="list-style-type: none"> Members' Code of Conduct Protocols relating to Councillor and Officer Behaviour Procedures relating to Gifts and Hospitality 	Gillian Duckworth/Dave Ross
	Update on Standards Complaints	Dave Ross
	Work Programme	Dave Ross
10 December 2015	Review of the Whistleblowing Policy	Gillian Duckworth
	Update on Standards Complaints	Dave Ross
	Work Programme	Dave Ross
17 March 2016	Review of Standards Complaints Procedure	Gillian Duckworth/Dave Ross
	Update on Standards Complaints	Dave Ross
	Work Programme	Dave Ross
	To review: <ul style="list-style-type: none"> Members' Code of Conduct Procedures relating to Gifts and Hospitality 	Gillian Duckworth/Dave Ross

	<ul style="list-style-type: none"> • Protocols relating to Councillor and Officer Behaviour 	
16 June 2016	Annual Standards Report to Council	Dave Ross
	Work Programme	Dave Ross
	Annual training session on the Code of Conduct etc.	Gillian Duckworth

3. Recommendation

3.1 That the Committee:-

- (a) considers the Work Programme and identifies any further items for inclusion; and
- (b) approves the work programme.

Monitoring Officer

Appendix - Standards Committee Terms of Reference

- (a) Promoting and maintaining high standards of conduct by Councillors, Co-opted Members Representatives on Committees and Sub-Committees.
- (b) Assisting Councillors, Co-opted Members and Representatives to observe the Councillors' Code of Conduct.
- (c) Advising the Council on the adoption or revision of the Councillors' Code of Conduct and Protocols relating to Councillor and Officer behaviour.
- (d) Monitoring the operation of the Councillors' Code of Conduct.
- (e) Advising, training or arranging to train Councillors, Co-opted Members and Representatives on matters relating to the Members' Code of Conduct.
- (f) Discharging the functions of, hearing complaints against Councillors concerning the Members' Code of Conduct referred to them by the Monitoring Officer.
- (g) The exercise of the above functions in relation to the Parish Councils wholly or mainly in its area and the Members of those Parish Councils.
- (h) Advising the Council on the adoption and revision of its Whistle-blowing Policy and monitoring the operation of that Policy.
- (i) Monitoring and reviewing procedures relating to gifts, hospitality and personal interests, for Councillors and officers.
- (j) Monitoring the Council's response to complaints to the Ombudsman.
- (k) Undertaking such other functions as the Council may delegate to the Committee.

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