

# Item 4

## REPORT TO STANDARDS COMMITTEE

05<sup>TH</sup> JULY 2007

## REPORT OF SOLICITOR TO THE COUNCIL AND MONITORING OFFICER

### STANDARDS COMMITTEE FORWARD PLAN 2007/2008

#### 1. SUMMARY

- 1.1 This report details a forward plan for the Standards Committee for 2007/2008.
- 1.2 The forward plan outlines the areas that are to be considered at future Standards Committee meetings. All areas are in accordance with the Standards remit as outlined in Article 9 of the Constitution.

#### 2. RECCOMENDATIONS

- 2.1 That the Standards Committee be appraised of the report and the forward plan be approved.

#### 3. DETAIL

- 3.1 The forward plan has been prepared in conformity with the Standards Committee remit, and aims to;
  - Promote and maintain high standards of conduct by Councillors and co-opted Members;
  - Assist Councillors and co-opted Members to observe the Members' Code of Conduct;
  - Advise the Council on the adoption or revision of the Member's Code of Conduct;
  - Monitor the operation of the Members' Code of Conduct;
  - Advise, train or arrange to train Councillors and co-opted Members on matters relating to the Members' Code of Conduct;
  - Deal with any reports from a case tribunal or interim case tribunal, and any report from the Monitoring Officer on any matter which is referred by an Ethical Standards Officer to the Monitoring Officer;
  - The exercise of the above in relation to the Parish Councils wholly or mainly in its area and the Members of those Parish Councils;
  - Overview the whistle blowing policy;
  - Oversee the constitution;
  - Deal with cases referred to the Standards Committee by the Standards Board and to conduct local determination hearings in accordance with the Model Hearing Procedure;

- Take such other steps as may from time to time be taken in accordance with the powers of the Local Government Act 2000 and any subordinate legislation there under;
- To deal with cases referred to the Standards Committee by the Council's Monitoring Officer and to conduct a hearing in accordance with the model hearing procedure, as amended, or substituted, where necessary, for that purpose.

3.2 The forward plan takes into account the Standards remit and identifies how the remit will continue to be met.

#### **4. RESOURCE IMPLICATIONS**

4.1 No specific financial implications have been identified.

#### **5. CONSULTATIONS**

5.1 The Council's Management Team has considered this report.

#### **6. OTHER MATERIAL CONSIDERATIONS**

6.1 All material considerations have been taken into account in the contents of this report. In particular, risks may arise unless Members of Council are fully appraised on standards matters.

#### **7. OVERVIEW AND SCRUTINY IMPLICATIONS**

7.1 None apply.

#### **8. LIST OF APPENDICES**

8.1 Appendix 1 - Forward Plan.

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**Wards:** N/A

**Key Decision Validation:** N/A

#### **Background Papers**

**Examination by Statutory Officers**

	<b>Yes</b>	<b>Not Applicable</b>
1. The report has been examined by the Council’s Head of the Paid Service or his representative	<input type="checkbox"/>	<input type="checkbox"/>
2. The content has been examined by the Council’s S.151 Officer or his representative	<input type="checkbox"/>	<input type="checkbox"/>
3. The content has been examined by the Council’s Monitoring Officer or his representative	<input type="checkbox"/>	<input type="checkbox"/>
4. The report has been approved by Management Team	<input type="checkbox"/>	<input type="checkbox"/>

**SEDGEFIELD BOROUGH COUNCIL**

**STANDARDS COMMITTEE FORWARD PLAN 2007/2008 AND SUPPORTING ACTIVITIES**

<b><i>Date</i></b>	<b><i>Items</i></b>	<b><i>How the items relate to the Standards Remit</i></b>
5 <sup>th</sup> July 2007	<ul style="list-style-type: none"> <li>• Training and development update.</li> <li>• Annual Report of the Committee on Standards in Public Life.</li> <li>• Constitutional update.</li> <li>• Standards Board Roadshow: Update</li> </ul>	<ul style="list-style-type: none"> <li>• Advising, training or arranging to train Councillors and co-opted Members on matters relating to the Members' Code of Conduct.</li> <li>• Promoting and maintaining high standards of conduct by Councillors and co-opted Members.</li> <li>• Oversight of the Constitution.</li> </ul>
1 <sup>st</sup> November 2007	<ul style="list-style-type: none"> <li>• Training and development update.</li> <li>• Code of Conduct - Breaches 2006/07 Review.</li> <li>• Corporate Governance action plan update.</li> <li>• Constitutional update.</li> </ul>	<ul style="list-style-type: none"> <li>• Advising, training or arranging to train Councillors and co-opted Members on matters relating to the Members' Code.</li> <li>• Assisting Councillors and co-opted Members to observe the Members' Code of Conduct.</li> <li>• Monitoring the operation of the Members' Code of Conduct.</li> <li>• Oversight of the Constitution.</li> </ul>

7 <sup>th</sup> February 2008	<ul style="list-style-type: none"> <li>• Training and development update.</li> <li>• Analysis of current trends in allegations of misconduct for the previous year.</li> <li>• Constitutional update.</li> <li>• Confidential Reporting Policy.</li> <li>• Leader's Standards and Ethical Strategy Statement.</li> <li>• Members training and development: attendance review (2007).</li> <li>• Local Filtering of Complaints</li> </ul>	<ul style="list-style-type: none"> <li>• Advising, training or arranging to train Councillors and co-opted Members on matters relating to the Members' Code of Conduct.</li> <li>• Monitoring the operation of the Members' Code of Conduct.</li> <li>• Assisting Councillors and co-opted Members to observe the Members' Code of Conduct.</li> <li>• Promoting and maintaining high standards of conduct by Councillors and co-opted Members.</li> <li>• Overview of the whistle blowing policy.</li> <li>• Oversight of the Constitution.</li> </ul>
3rd April 2008	<ul style="list-style-type: none"> <li>• Training and development update.</li> <li>• Constitutional update.</li> <li>• Guidance/Procedures for Local Filtering of Complaints</li> </ul>	<ul style="list-style-type: none"> <li>• Advising, training or arranging to train Councillors and co-opted Members on matters relating to the Members' Code of Conduct.</li> <li>• Promoting and maintaining high standards of conduct by Councillors and co-opted Members.</li> <li>• Oversight of the Constitution.</li> </ul>

On going supporting activities.

- Monitoring Officers guidance and advice notes: MO, MO/SBC and MO/SBC/CONS Series.
- Attendance of Monitoring Officer at Management Team and Statutory Officers Meetings.
- Attendance at Cabinet and the Regulatory other Committees of the Council
- Policy advice to Working Groups.
- Monitoring Officer role as chair of County Monitoring Officer's Group.
- Standards pages/website development.
- On-line Register of Members' Interests.
- Member Handbook