

Standards Committee

10 December 2018

Committee Work Programme



Report of Helen Lynch, Head of Legal and Democratic Services

Purpose of the Report

- 1 To inform the Committee of progress against the Work Programme agreed in December 2017.
- 2 To propose a new work programme for 2019.

Executive summary

- 3 There is no requirement for the Committee to have a work programme. However, it is considered good practice to have one as it helps demonstrate the work done by the Committee in promoting and maintaining high standards of ethical conduct throughout the year.
- 4 In December 2017, the Standards Committee approved a work programme in relation to the roles and functions of the Committee. This report updates the Committee on progress in relation to that work programme and proposes a new work programme for 2019.

Recommendation(s)

- 5 To note the progress against the work programme approved in 2017.
- 6 To consider and approve the proposed work programme for 2019 making any changes that the Committee considers appropriate.

Background

- 7 The terms of reference of the Standards Committee are set out in Article 7 of the Constitution. They are as follows:
- (a) promoting and maintaining high standards of conduct by Members and Co-opted Members of the Council and Parish and Town Council Members;
 - (b) assisting Members and Co-opted Members of the Council and Parish and Town Council Members to observe the Members' Code of Conduct and where appropriate, the Planning Code of Practice;
 - (c) advising the Council on the adoption or revision of the Members' Code of Conduct and the Planning Code of Practice;
 - (d) monitoring the operation of the Members' Code of Conduct and the Planning Code of Practice;
 - (e) advising, training or arranging to train Members and Co-opted Members of the Council and Parish and Town Council Members on matters relating to the Members' Code of Conduct and Planning Code of Practice;
 - (f) granting dispensations to Members and Co-opted Members of the Council from requirements relating to interests set out in the Members' Code of Conduct and Planning Code of Practice in circumstances where this function has not been delegated to the Monitoring Officer;
 - (g) the assessment and/or referral for investigation of allegations of misconduct on the part of Members and Co-opted Members of the Council and Parish and Town Council Members, if requested to undertake this function by the Monitoring Officer;
 - (h) the determination of allegations of misconduct on the part of Members and Co-opted Members of the Council and Parish and Town Council Members;
 - (i) dealing with any alleged breach by a Member of a Council Protocol, in accordance with procedures approved by the Committee;
 - (j) overview of the Officers' Code of Conduct; and
 - (k) overview of the Protocol on Member/Officer Relations

- 8 In December 2017, the Committee approved the work programme, which is consistent with the above Terms of Reference. A copy of the Programme, which has been updated to reflect the work done by the Standards Committee is attached at Appendix 2 to this report.

Work Programme 2018

- 9 The Committee will note that the majority of the programme has been completed. However, some items were considered earlier or later than intended to allow for them to be considered by other meetings of the Council.
- 10 The Employee Code of Conduct is the only piece of work not reviewed by the Committee. However, this was reviewed and approved by full Council in September 2018 to coincide with the introduction of the Council's new Values and Behaviours Framework.
- 11 The Autumn meeting of the Committee was held in October rather than September and therefore it was not possible to bring the draft Code before the Committee. It is therefore proposed that it is added to the work programme in time for its annual review in September 2019.
- 12 The Planning Code of Conduct has also not been reviewed in accordance with the anticipated timescale. However, the Code is contained within the Constitution so it is suggested that this is reviewed by the Committee to coincide with the Annual Review of the Constitution in 2019.

Draft Work Programme 2019

- 13 A draft work programme for the Committee for 2019 is attached at Appendix 3 for consideration. As with last year's work programme, it is designed to assist the Committee to meet its objectives set out in the Terms of Reference and to ensure that the Council complies with its obligations under S.27 of the Localism Act 2011 to promote and maintain high standards of conduct amongst elected and co-opted Members.
- 14 There continues to be standing items for each meeting in relation to local and national code of conduct issues. The work programme is intended to be flexible and can cover additional areas which the Committee is particularly concerned about, as they arise.

Background papers

- None

Other useful documents

- None

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Appendix 1: Implications

Legal Implications - The Council has a duty under s. 27 of the Localism Act 2011 to promote and maintain high standards of conduct by its members and to adopt a code of conduct that is consistent with the Nolan Principles. It is anticipated that a planned work programme to deal with the specific roles and functions of the Committee, as set out in the Constitution, will assist compliance with this duty.

Finance

None.

Consultation

None.

Equality and Diversity / Public Sector Equality Duty

None.

Human Rights

None.

Crime and Disorder

None.

Staffing

None.

Accommodation

None.

Risk

None

Procurement

None.

Appendix 2: Work Programme 2018

Meeting	Item	Date Considered.
Spring	1. Review of Code of Conduct	22 March 2018
	2. Review of Social Media Guidance (subject to later consideration on the agenda)	22 March 2018 7 June 2018 5 October 2018
	3. Review of national picture	22 March 2018
	4. Complaints update	22 March 2018
Summer	1. Review of Planning Code of Conduct	Deferred pending Annual Review Constitution
	2. Review of national picture	7 June 2018
	3. Complaints update	7 June 2018
Autumn	1. Annual Report	5 October 2018
	2. Review of Officers' Code of Conduct	not completed
	3. Review of national picture	5 October 2018
	4. Complaints update	5 October 2018
Winter	1. Review of Member/Officer Protocol	22 March 2018
	2. Review of national picture	10 December 2018
	3. Complaints update	10 December 2018

Appendix 3: Draft Work Programme 2019

Spring	1. Outcome of CISPL Consultation on Local Government Ethical Standards	
	2. Review of national standards picture	
	3. Complaints update	
	4. Review of Code of Practice for Members and Officers dealing with planning matters	
Summer	1. Review of national standards picture	
	2. Complaints update	
	3. Review of Code of Values, Behaviours and Conduct	
Autumn	1. Annual Report	
	2. Review of national standards picture	
	3. Complaints update	
Winter	1. Review of national standards picture	
	2. Complaints update	