



Report of Helen Lynch, Head of Legal and Democratic Service and Monitoring Officer

Electoral division(s) affected:

None.

Purpose of the Report

- 1 To agree the Work Programme for 2022/23.

Executive summary

- 2 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.
- 3 On 25 June 2022, the Committee approved a work programme in relation to the roles and functions of the Committee for the municipal year 2021/22. It is customary to agreed the work programme at the first meeting of the municipal year.

Recommendations

- 4 The Standards Committee is recommended to:
 - (a) note the progress against the work programme approved on 25 June 2021 for 2021/22.
 - (b) Comment on the draft work programme for 2022/23 shown at Appendix 3 of the report.
 - (c) Agree the work programme for 2022/23.

Background

- 5 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

Work Programme 2021/22

- 6 The Committee reviewed the progress against the work programme for 2021/22 at its meeting on 25 June 2022. A copy of the work programme with the details of when the items were considered is shown at Appendix 2 of this report for information.
- 7 In addition to the meetings reported as shown in Appendix 2, an informal meeting of the standards committee took place 15 February 2022 for members of the Committee to consider the arrangements for the appointment of the co-opted Members of the.
- 8 The Standards Committee undertook a review of the local assessment procedure and process to allow the introduction of a do it online form available through the Council website.

Work Programme 2022/23

- 9 The Committee is asked to agree the work programme for the municipal year. A copy of the draft work programme for 2022/23 is shown at Appendix 3.
- 10 The work programme provides the Committee with a number of key items to be reviewed throughout the year as well as standing agenda items.
- 11 It is proposed that there is a review of the local determination procedure to ensure that it remains fit for purpose, legally compliant and consistent with best practice.
- 12 It is recognised that there is flexibility in the work programme to include any other issues which arise throughout the year.

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.

Climate Change

None.

Human Rights

None.

Crime and Disorder

None.

Staffing

None.

Accommodation

None.

Risk

None.

Procurement

None.

Appendix 2: Work Programme 2021/22

25 June 2021	<ul style="list-style-type: none">• Confirmation of appointment of Independent Persons.• Annual Report 2021/22• Work Programme 2021/22• Review of national standards picture.• Complaints update.
3 September 2021	<ul style="list-style-type: none">• Review of national standards picture.• Complaints update.• Review of Code of Conduct complaints procedure.• Co-opted membership on the Standards Committee – reported at meeting on 11 March 2022
2 December 2021	<ul style="list-style-type: none">• Review of national standards picture.• Complaints update.• Member Training and Development. – deferred to 2022/23
11 March 2022	<ul style="list-style-type: none">• Review of national standards picture.• Complaints update.• Review of Local Assessment Procedure – Digital Form• Social Media Guidance review.• Review of Work Programme 2021/22 and work Programme 2022/23. – deferred to first meeting of 2022/23

Appendix 3: Draft Work Programme 2022/23

10 June 2022	<ul style="list-style-type: none">• Work Programme 2022/23• Review of national standards picture.• Complaints update.
2 September 2022	<ul style="list-style-type: none">• Review of national standards picture.• Complaints update.• Annual Report.
5 December 2022	<ul style="list-style-type: none">• Review of national standards picture.• Complaints update.• Member Training and Development.• Review of Local Determination Procedure.
17 March 2023	<ul style="list-style-type: none">• Review of national standards picture.• Complaints update.• Review of work programme 2022/23 and future work programme