

DRAFT STANDARDS COMMITTEE WORK PROGRAMME (as at 28 October 2019)

26 March 2020

Item	Purpose	Author	Comments
Annual Report of the Standards Committee	To receive a summary of the work carried out by the committee and the Monitoring Officer to ensure the authority has fulfilled its statutory duty in promoting and maintaining high standards of conduct.	MO	
Code of Corporate Governance / Annual Governance Statement	To consider updates required in content specifically relating to ethical standards and behaviour.	JG	
Standing Item - Update on GM response to CPSL Best Practice Recommendations (including review of the LGA Model Code of Conduct)	To receive an update on progress and comment where appropriate	MO	
Standing item – Work programme	To review (and amend if necessary) items to be considered at future meetings	CAE	
Standing item if required – Update on ethical governance	To update members on any national issues regarding ethical governance which may impact on the Council's arrangements.	MO	

UNSCHEDULED ITEMS

Item	Purpose	Author	Comments
Register of Members' Interests	To review the operation and efficacy of the process for updating the Register of Members' Interests – including the possibility of submitting updates electronically	ML	
Dispensations	To review the operation and efficacy of the process for dealing with requests for dispensations	MO	

DOCUMENTS WITHIN THE REMIT OF THE STANDARDS COMMITTEE

DOCUMENT	LAST REVIEWED	DATE DUE FOR REVIEW	NOTES
Code of Conduct for Members	Sept 2017 – Council		Based on the model code but changes can be made if member behaviour/complaints evidence a need.
Arrangements for dealing with allegations of breaches of Code, incl: <ul style="list-style-type: none"> - Summary of arrangements - Flow chart - Assessment criteria checklist - Guidance on investigation - Intro to hearing procedures - Pre-hearing process - Hearing process - Protocol for hearing panels - Questions to be considered by hearing panels 	Apr 2018 – Standards Cttee	tbc	
Policy on Management of Unreasonable Complainant Behaviour	Apr 2018 – Standards Cttee	tbc	
Member/Officer Relations protocol	Sept 2017 – Council		Part of Constitution
Use of Council Resources – guidance for members – in Code of Conduct	Sept 2017 – Council		Part of Constitution
Social media – guidance for members	2014, forms part of annual member training on Code of Conduct	Currently under review in Comms team	
Register of Members’ Interests	Intranet updated as required	6mthly reminders sent to members	
Register of Gifts & Hospitality	Intranet updated as required	6mthly reminders sent to members	
Gifts & hospitality – guidance for members	Forms part of annual member training on Code of Conduct		

DOCUMENTS OF INTEREST TO STANDARDS COMMITTEE - LEAD TAKEN BY OTHER COMMITTEES

DOCUMENT	LEAD COMMITTEE	LAST REVIEWED	NEXT REVIEW DATE	NOTES
Code of Corporate Governance	Audit & Accounts	May 2019	March - May 2020	Review initiated by officer Corporate Governance Group
Annual Governance Statement	Audit & Accounts	May 2019	March - May 2020	Review initiated by officer Corporate Governance Group
Whistleblowing Policy	Workforce Panel	July 2019	Jan 2021	Approved by Workforce panel in Sept 2019
Code of Conduct for Employees	Workforce Panel	Sept 2017	March 2020 Prov	Part of Constitution which will be reviewed following LGA consideration of Best Practice Recommendations from CSPL
Planning Protocol for Members and Officers	Planning Panel	Sept 2017	March 2020 Prov	Part of Constitution which will be reviewed following LGA consideration of Best Practice Recommendations from CSPL