

Standards Committee: Setting the Work Programme

1. The Standards Committee sets annually a core Work Programme for its meetings. Additional issues are added to this programme as and when required.
2. The dates when specific Work Programme issues were considered by Committee are set out below along with links to the minutes of these meetings.

Meeting	Agreed Work Programme for the Meeting (As agreed at the start of the Municipal Year)	Items Taken at Meeting	Minutes of the Meeting
2022 – 2023 Municipal Year			
19 April 2023	<ul style="list-style-type: none"> • Review of the Constitution Part 5 • Work Programme 2023/24 	<ul style="list-style-type: none"> • Review of the Constitution – Proposed revised version • Complaints Update • Monitoring Member Training in the new Municipal Year – Proposals • Setting the Committee Work Plan for 2023/24 	19 April 2023 Minutes
7 March 2023	<ul style="list-style-type: none"> • Gifts and Hospitality Review 2022 • Member training attendance • Review of the Constitution Part 4 • Complaints Update 	<ul style="list-style-type: none"> • Review of the Constitution Stage Two – Feedback • Review of the Constitution Stage Three – Preparation • Member Induction 2023 • Case review • Complaints update • Work plan 	7 March 2023 Minutes
6 December 2022	<ul style="list-style-type: none"> • Review of the Constitution Part 3 • Complaints Update • RIPA Annual Review 2022 • Joint Whistleblowing Policy Review 2022 	<ul style="list-style-type: none"> • Review of the Constitution <ul style="list-style-type: none"> ◦ Stage one changes made – typographical changes • RIPA Annual Review • Whistleblowing policy review • Schedule of Meetings 2023/24 • Member Development Update • Civility and Respect in Local Councils • Complaints Update • Work Plan 	6 December 2022 Minutes

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<p>2 November 2022</p>	<ul style="list-style-type: none"> • Local Government Ombudsman Annual Report • Review of the Constitution Part 2 <ul style="list-style-type: none"> ○ Planning Protocol LGA Code of Conduct • Complaints Update 	<ul style="list-style-type: none"> • Local Government & Social Care Ombudsman Annual Review Letter • Employee Code of Conduct – Update • Code of Corporate Governance • Review of the Constitution • Member Induction Programme 2023/24 • Lord Evans letter to Rt Hon Simon Clarke MP • Complaints Update • Work Plan • Schedule of Meetings 2023/24 	<p>2 November 2022 Minutes</p>	
<p>13 July 2022</p>	<ul style="list-style-type: none"> • Review of the Constitution Part 1 <ul style="list-style-type: none"> ○ New Forum TORs ○ Employee Code of Conduct ○ Proper Officer Provisions • Member Training Attendance • Standards Committee Annual Report • Complaints Update 	<ul style="list-style-type: none"> • Review of the Constitution Part 1 • Standards Committee Annual Report • Complaints Update • Work Programme 2022/23 	<p>13 July 2022 Minutes</p>	
<p>2021 – 2022 Municipal Year</p>				
<p>23 March 2022</p>	<ul style="list-style-type: none"> • RIPA Annual Review • Review of the Constitution Part 4 • Standards Annual Report • Work Programme 2021/22 – Achievements • Work Programme 2022/23 	<ul style="list-style-type: none"> • Review of the Constitution Part 4 <ul style="list-style-type: none"> ○ Items from previous meeting (received feedback) <ul style="list-style-type: none"> ▪ Planning and Licencing Decisions ▪ Clarification of deferment and adjournment ○ Delegations for Officers in Acting-Up Positions ○ JEAC ○ Licencing Sub Committee • Aide Memoire for Councillors and Officers on 	<p>23 March 2022 Minutes</p>	

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		<p>Member/Officer Relationships</p> <ul style="list-style-type: none"> • Complaints Update • Work Programme 2022/2023 	
<p>26 January 2022</p>	<ul style="list-style-type: none"> • Gifts & Hospitality Review 2021 • Joint Whistleblowing Policy Review 2021 • Review of the Constitution Part 3 <ul style="list-style-type: none"> ○ Petition Scheme ○ Proper Officer Provisions ○ Employee Code of Conduct ○ Limiting the amounts of words in motions and questions ○ New Forum TORs • Delegated Decision Review 	<ul style="list-style-type: none"> • Review of the Constitution Part 3 <ul style="list-style-type: none"> ○ Petitions Scheme ○ Planning and Licencing Decisions ○ Clarification and deferment and adjournment ○ Monitoring Officer Delegations • Whistleblowing Policy Review • RIPA Annual Review • Draft Parish Council – Code of Conduct for Councillors • Update on Parish Representatives • Gifts and Hospitality Annual Report • Complaints Update • Work Programme 	<p>26 January 2022 Minutes</p>
<p>10 November 2021</p>	<ul style="list-style-type: none"> • Member Training Attendance • Local Government Ombudsman Annual Report • Update on Code of Conduct Training • Delegation Scheme Update • Review of the Constitution Part 2 <ul style="list-style-type: none"> ○ Review of Guidance and constitutional rules on public speaking at Council ○ Training requirements for Councillors ○ Renumbering of the Articles ○ Delegation Scheme Addition – 	<ul style="list-style-type: none"> • Member Training Attendance • Code of Conduct Training Update • Update on the delegation scheme • Local government and social care ombudsman annual review letter • Review of the Constitution Part 2 <ul style="list-style-type: none"> ○ Review of Guidance and Constitutional rules on public speaking at Council ○ Training Requirements for Councillors ○ Renumbering of the Articles ○ Delegation Scheme Addition – Property Sale • Complaints Update • Work Programme 	<p>10 November 2021 Minutes</p>

	<p>Property Sales</p> <ul style="list-style-type: none"> • Complaints Update 		
<p>30 June 2021</p>	<ul style="list-style-type: none"> • Code of Conduct • Review of the Constitution Part 1 <ul style="list-style-type: none"> ○ Questions by Members ○ Debt write off ○ Delegation Scheme Amendments ○ New JSCC TOR • Complaints Update <p>Please note that the Work Programme was agreed and created at this meeting.</p>	<ul style="list-style-type: none"> • Draft New Code of Conduct for Councillors • Review of the Constitution Part 1 <ul style="list-style-type: none"> ○ Questions by Members ○ Debt write off ○ Delegation Scheme Amendments ○ New JSCC TORs • Complaints Update • Work Programme 	<p>30 June 2021 Minutes</p>

1. Subject to approval by Annual Council, the first formal meeting of Standards Committee following the local elections will be on Monday 10 July 2023.
2. It is proposed that before then that an informal meeting of the re-constituted Committee be arranged so that Members can consider what should be included in the Committee's Work Programme for the 2023-24 Municipal Year and also how it now wishes to progress this work. In particular, the Committee would be asked to consider:
 - (a) Whether it wants to establish Task and Finish Groups to look at specific issues and then report back to Committee for wider consideration.
 - (b) If joint work should be carried out with Parish Councils and other bodies on key governance issues within the District and what form this co-operation might take, and
 - (c) How Standards Committee might use the Work Programme to best oversee the Council's Ethical Framework and monitor its effectiveness.

Would Committee support this approach?