

The Standards Committee Work/Action Plan up to 31 March 2016

This Action Plan was monitored by the Committee at each meeting.

The Standards Committee is responsible for the Authority's statutory duty to promote and maintain high standards of conduct by the Elected Mayor, Councillors and Co-opted Members. The Committee has worked to discharge this duty by undertaking the following actions:

Action	Why	By When	Status/Suggested Action
Monitor the operation of the Members' Code of Conduct.	To ensure that it is operating effectively	Ongoing	Continue with monitoring
To continue to develop an ongoing programme of meetings with invited guests, including the Elected Mayor, the Chief Executive, Senior Leadership Team, Group Leaders, the Chair and Deputy Chair of Council and the Chairs of the Overview and Scrutiny Committee and the Planning Committee and other Regulatory Committees. To invite Chairs of Standards Committees from other Authorities in the region to attend Committee meetings.	To develop a dialogue between the Committee, and members and appropriate Officers relating to ethical governance and ethical standards. To provide an opportunity to understand ethical governance and standards issues in other Authorities.	Ongoing	Continue to develop the programme. Most of the invited guests have attended the Committee. Invitations have been sent out and responses are being co-ordinated in relation to attendance at future meetings of the Committee.
To provide training for the Committee on relevant ethical standards issues. To seek training on a regional basis.	Training on local assessment, the Code of Conduct and other relevant matters/legislation.	Ongoing	Continue to provide the required training and develop training at a

			regional level.
To review training available to all Council Members on ethical governance, ethical standards issues including arrangements with respect to the Code of Conduct for Members; granting of dispensations, the use of Social Media and declaring interests.	To ensure all members receive information on ethical governance, ethical standards to minimise risk of unwitting breaches of the Code of Conduct.	By December 2015	This was reported to the December meeting of the Committee. The Committee has now taken on responsibility for approving the Member Development Scheme
Continue production of Annual Standards Committee Report	Presentation of Annual Report of the work of the Committee during the previous 12 months.	By end of each municipal year	Continue with production of Annual Report.
Chairs and Deputy Chairs and Independent Persons of Standards Committees to meeting in a regional forum.	To facilitate a dialogue and discussion about ethical governance and the application of the Code of Conduct for Members.	Meeting held in October 2015 and January 2016	Events held. Discussions on a number of topics associated with the operation of the Code of Conduct were undertaken.
To provide training to the Independent Persons on their role including their new role in relation to the disciplinary procedures for Statutory Officers. To seek training on a regional basis.	To ensure that the Authority's Independent Persons understand their role in relation to ethical governance and the Code of Conduct for Members as well as the disciplinary procedures for Statutory Officers.	November 2015	Raised at regional meeting of Chairs and Deputy Chairs of Standards Committees and Independent Persons. Discussed by the Monitoring Officers Group in January 2016.
To review the Authority's Local	To ensure that the Authority's	November 2015	Ongoing. The

Arrangements for dealing with Complaints under the Code of Conduct.	Local Arrangements meet the requirements and expectations of the Members and the relevant legislation.		Committee has considered the creation of an additional obligation requiring Members to report safeguarding suspicions to the Authority
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