

**Manchester City Council
Report for Resolution**

Report to: Standards Committee – 2 November 2017
Subject: Work Programme for the Committee
Report of: Governance and Scrutiny Support Unit

Summary

To allow the Committee to consider and revise its work programme for future meetings.

Recommendation

The Committee is invited to discuss the work programme and agree any changes.

Wards Affected: All

Financial Consequences for Revenue Budget

None directly.

Financial Consequences for the Capital Budget

None directly.

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Background documents (available for public inspection):

None

Standards Committee Work Programme – November 2017

Meeting - Thursday 2 November 2017

Item	Purpose of the report	Report Author	Comments
Standing item if needed - Members Update on Ethical Governance	To review the newsletter information proposed to be circulated to members about ethical governance.	Poornima Karkera	
Whistle-blowing Policy	To review any proposed changes to the Whistle-blowing policy.	Tom Powell	Last reviewed October 2015
Planning Protocol	To review any proposed changes to Planning Protocol	Robert Irvine / Julie Roscoe	Last reviewed March 2013, suggest March 2017 for the May 2017 update of the Constitution
Standing item - Work Programme	To review and (amend if necessary) items to be considered at future meetings of the Committee.	Andrew Woods	

Meeting – Thursday 15 March 2018

Item	Purpose of the report	Report Author	Comments
Annual Report of the Standards Committee	To outline the work of the Committee in the past year to provide assurances for the Annual Governance Statement To include Article 9 outlining the roles and responsibilities of the Committee.	Poornima Karkera	Last reported November 2016
New Members Induction Programme	To outline the Induction Programme and to seek Members views on any amendments	Head of Business Support and Development	
Standing item if needed - Members Update on	To update Members on any national issues regarding ethical governance which may impact on the Council's arrangements	Poornima Karkera	

Ethical Governance	for ethical governance.		
Standing item - Work Programme	To review and (amend if necessary) items to be considered at future meetings of the Committee.	Andrew Woods	

Meeting – June 2018

Item	Purpose of the report	Report Author	Comments
Annual Governance Statement	To review how the standards regime is reflected in the AGS	Courtney Brightwell Sean Pratt	Reviewed June 2017
Social media guidance for members	To review the operation and efficacy of the guidance	Poornima Karkera	
Gifts and hospitality guidance for members	To review the operation and efficacy of the guidance	Poornima Karkera	
Use of resources guidance for members	To review the operation and efficacy of the guidance	Poornima Karkera	
Member/officer relations protocol	To review the operation and efficacy of the protocol	Poornima Karkera	
Member Training	To review the operation of and outline the training programme in place for members and provide details of specific training offered and attended for governance and interests	Head of Business Support and Development	Last reported 15 June 2017
Standing item if needed – Members Update on Ethical Governance	To update Members on any national issues regarding ethical governance which may impact on the Council's arrangements for ethical governance.	Poornima Karkera	
Standing item – Work Programme	To review and (amend if necessary) items to be considered at future meetings of the Committee	Andrew Woods	

Meeting – November 2018

Item	Purpose of the report	Report Author	Comments
Standing item if needed – Members Update on Ethical Governance	To update Members on any national issues regarding ethical governance which may impact on the Council’s arrangements for ethical governance.	Poornima Karkera	
Standing item – Work Programme	To review and (amend if necessary) items to be considered at future meetings of the Committee	Andrew Woods	
Code of Corporate Governance	To review the operation and efficacy of the Code		
Planning Protocol	To review the operation and efficacy of the Protocol		
Whistleblowing Policy	To review the operation and efficacy of the Policy	Tom Powell	
Member Code of Conduct	To review the operation and efficacy of the Code	Poornima Karkera	
Arrangements for dealing with complaints under the Members’ Code	To review the operation and efficacy of the Arrangements	Poornima Karkera	
Register of Members Interests	To review the operation and efficacy of the process for updating the Register of Interests and gifts and hospitality register	Donald Connolly	
Dispensations	To review the operation and efficacy of the process of granting dispensations to enable Members of the Council to participate and vote on matters	Liz Treacy	

Meeting – March 2019

Item	Purpose of the report	Report Author	Comments
Annual Report of the Standards Committee	To outline the work of the Committee in the past year to provide assurances for the Annual Governance Statement To include Article 9 outlining the roles and responsibilities of the Committee.	Poornima Karkera	Last reported March 2018
Standing item if needed - Members Update on Ethical Governance	To update Members on any national issues regarding ethical governance which may impact on the Council's arrangements for ethical governance.	Poornima Karkera	
Standing item - Work Programme	To review and (amend if necessary) items to be considered at future meetings of the Committee	Andrew Woods	

Documents/Procedures/Protocols – within the remit of the Committee

Document/Procedure/Protocol	Last Reviewed	Date Due for Review	Comments
The Code of Corporate Governance	December 2016		
The Annual Governance Statement	June 2017	June 2018	
Members' Code of Conduct	July 2012		AGMA wide review
Arrangements for Investigating Complaints made under the Members' Code of Conduct	March 2017	March 2020 or earlier where there is a change in the law or circumstances warrant an earlier review	
Gifts and Hospitality Guidance for Members	March 2017	March 2020 or earlier where there is a change in the law or circumstances warrant an earlier review	
The Member/ Officer Relations Protocol	March 2017	March 2020 or earlier where there is a change in the law or circumstances warrant an earlier review	
The Use of Council Resources Guidance for Members	March 2017	March 2020 or earlier where there is a change in the law or circumstances warrant an earlier review	
Social Media Guidance for Members	March 2017	March 2020 or earlier where there is a change in the law or circumstances warrant	

		an earlier review	
The Planning Protocol for Members	November 2017		Going to Standards Committee on 2 November 2017
Council's Whistleblowing Policy	November 2017		Going to Standards Committee on 2 November 2017
Procedure for the Local Hearing of Allegations of Misconduct by Members of the Council	October 2015		
Register of Members Interests	June 2017		