

**Manchester City Council
Report for Resolution**

Report to: Standards Committee – 14 June 2018
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.

Contact Officers:

Jacqui Dennis - Acting City Solicitor
0161 234 3087
j.dennis@manchester.gov.uk

Andrew Woods - Governance Team Leader
0161 234 3011
andrew.woods@manchester.gov.uk

Background documents (available for public inspection):

None

Standards Committee Work Programme – 14 June 2018

Meeting – June 2018

Item	Purpose of the report	Report Author	Comments
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
Standards Committee - Annual Report	To submit an amended format for the report regarding complaints against members before being forwarded to Council for assurance on standards issues.	Poornima Karkera	Last reported March 2018
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	Last reported March 2018
Code of Corporate Governance	To review the operation and efficacy of the Code	Sean Pratt	June 2017
Planning Protocol	To review the operation and efficacy of the Protocol	Robert Irvine / Julie Roscoe	
Whistleblowing Policy	To review the operation and efficacy of the Policy	Tom Powell	
Annual Standards Committee Report	To note and review the work done in the last year to promote and maintain high standards of conduct by members.	Poornima Karkera	Moved to allow time to feed in to AGS

Audit Committee as to whether a DBS check should be introduced for all members	To add an agenda item to consider introduction a DBS check for all Members	Poornima Karkera	Proposed to go to July Audit Committee (subject to Chair of Audit Committee's agreement)
Standing item - Work Programme	To review and (amend if necessary) items to be considered at future meetings of the Committee.	Andrew Woods	

Meeting – March 2019

Item	Purpose of the report	Report Author	Comments
Review of revisions proposed to and efficacy of the Gifts and Hospitality Guidance for Members , Member / Officer Relations Protocol and Use of Resources Guidance	To consider proposed revisions to and efficacy of the Gifts and Hospitality Guidance for Members , Member / Officer Relations Protocol and Use of Resources Guidance	Poornima Karkera	Last reported March 2018 To feed in to annual review of constitution
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	
Social Media Guidance for Members	To consider any revisions proposed to the guidance and the efficacy of the guidance	Poornima Karkera	
Standing item - Work Programme	To review and (amend if necessary) items to be considered at future meetings of the Committee	Andrew Woods	

Unscheduled Items

Item	Purpose of the report	Report Author	Comments
Arrangements for dealing with complaints against Members	To review of the operation and efficacy of the Arrangements	Poornima Karkera	
Register of Members interests	To Review of the operation and efficacy of the process for updating the Register of Members Interests.	Poornima Karkera	
Dispensations	To Review of operation and efficacy of the process for granting dispensations.	Poornima Karkera	

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

Document/Procedure/Protocol	Last Reviewed	Date Due for Review	Comments
The Code of Corporate Governance	June 2017		
The Annual Governance Statement	March 2018	March 2019	
Members' Code of Conduct	Updated annually as needed as part of annual review of constitution		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 2018	March 2020 or earlier where there is a change in the law or circumstances warrant an earlier review	

The Member/ Officer Relations Protocol	March 2018	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 2018	March 2020 or earlier where there is a change in the law or circumstances warrant an earlier review	
Social Media Guidance for Members	March 2018	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	November 2018	Reviewed 2 November 2017
Council's Whistleblowing Policy	November 2017	November 2018	Reviewed 2 November 2017
Procedure for the Local Hearing of Allegations of Misconduct by Members of the Council	Reviewed November 2017	March 2020 or earlier where there is a change in the law or circumstances warrant an earlier review	Reviewed 2 November 2017
Register of Members Interests	Considered as part of annual report. Last considered March 2018.		