

Standards Committee Work Programme – 14 March 2024

14 March 2024

Annual Standards Report	To note and review the work done in the last year to promote and maintain high standards of conduct by members.	Poornima Karkera/ Peter Hassett	
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 updates/ revisions to the guidance and the efficacy of the guidance.	Poornima Karkera	
Member Training	To update Standards Committee on the operation and efficacy of the Member Development Strategy; report on training delivered in the current municipal year and update on the proposals in relation to the next municipal year.	Jonathan Kershner	
Update report on the Disclosure and Barring Service (DBS) checks for Elected Members	To provide an update on the DBS (as requested from the Standards meeting held on 2 November 2023)	Heather Graham (Strategic Head of Human Resources) and Leigh Page (Head of HR Operations)	Oral update to be provided by Monitoring Officer.
Consideration of a request for a dispensation from s31 (4) of the Localism Act 2011	To consider the request.	Stephen Hollard	
Standing item - Work Programme	To review and amend (if necessary) items to be considered at future meetings of the Committee.	Andrew Woods	

Standards Committee Work Programme – 14 March 2024

11 April 2024

Annual Governance Statement (AGS)	To consider the AGS insofar as relates to matters within the remit of the Standards Committee	Sean Pratt/Liz Collier	Annual Governance Statement (AGS)
-----------------------------------	---	------------------------	-----------------------------------

13 June 2024

Planning Protocol	To review the operation and efficacy of the Protocol.	Robert Irvine / Julie Roscoe	Planning Protocol
Gifts and Hospitality Guidance for Members	To review the operation and efficacy of the Guidance.	Poornima Karkera Stephen Hollard	Gifts and Hospitality Guidance for Members
The Member/ Officer Relations Protocol	To review the operation and efficacy of the Protocol.	Poornima Karkera Stephen Hollard	The Member/ Officer Relations Protocol
The Use of Council Resources Guidance for Members	To review the operation and efficacy of the Guidance.	Poornima Karkera Stephen Hollard	The Use of Council Resources Guidance for Members
Standing item - Work Programme	To review and amend (if necessary) items to be considered at future meetings of the Committee.	Andrew Woods	

31 October 2024

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 Stephen Hollard / Yasmin Siddiq	
Process for Dispensations	To review the operation and efficacy of the process for granting dispensations.	Poornima Karkera Stephen Hollard	
Register of Members Interests	To consider the operation and efficacy of the Operation of the Register of Members' Interests.	Poornima Karkera Stephen Hollard	Register of Members Interests

Standards Committee Work Programme – 14 March 2024

Complaints made under the Members' Code of Conduct	Arrangements for Investigating Complaints made under the Members' Code of Conduct	Poornima Karkera Stephen Hollard	
Standing item - Work Programme	To review and amend (if necessary) items to be considered at future meetings of the Committee.	Andrew Woods	

13 March 2025

Annual Governance Statement (AGS) TBC	To consider the AGS insofar as relates to matters within the remit of the Standards Committee	Sean Pratt/Liz Collier	Annual Governance Statement (AGS)
Annual Standards Report	To note and review the work done in the last year to promote and maintain high standards of conduct by members.	Poornima Karkera Stephen Hollard / Peter Hassett	
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 Stephen Hollard	
Social Media Guidance for Members	To consider any updates/ revisions to the guidance and the efficacy of the guidance.	Poornima Karkera Stephen Hollard	
Member Training	To update Standards Committee on the operation and efficacy of the Member Development Strategy; report on training delivered in the current municipal year and update on the proposals in relation to the next municipal year.	Jonathan Kershner	
Ethical Guidance Update	To consider any updates/ revisions to the guidance	Yasmin Siddiq	
Standing item - Work Programme	To review and amend (if necessary) items to be considered at future meetings of the Committee.	Andrew Woods	

Standards Committee Work Programme – 14 March 2024

Unscheduled Items	
Procedure for the Local Hearing of Allegations of Misconduct by Members of the Council	To be scheduled after the next hearing has taken place.

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

Document/Procedure/Protocol	Last Reviewed	Date Due for Review	Comments
The Code of Corporate Governance	November 2022	November 2024 TBC if required	Standards Committee to retain responsibility of CCG (June 2021)
The Annual Governance Statement	June 2023	April 2024	Standards Committee to retain responsibility of AGS (June 2021)
Members' Code of Conduct	November 2023	May 2024	updated annually as needed as part of annual review of constitution
Arrangements for Investigating Complaints made under the Members' Code of Conduct	November 2023	November 2024	Reviewed annually
Gifts and Hospitality Guidance for Members	By Full Council February 2023 By Standards Committee June 2023	June 2024 (or earlier where there is a change in the law or circumstances warrant an earlier review)	Reviewed annually as part of the Council's Constitution
The Member/ Officer Relations Protocol	By Council February 2023	June 2024 (or earlier where there is a change in	Reviewed annually as part of the Council's

Standards Committee Work Programme – 14 March 2024

	By Standards Committee June 2023	the law or circumstances warrant an earlier review)	Constitution
The Use of Council Resources Guidance for Members	By Standards Committee June 2023	June 2024 (or earlier where there is a change in the law or circumstances warrant an earlier review)	Reviewed annually as part of the Council's Constitution
Social Media Guidance for Members	March 2023	March 2024 (or earlier where there is a change in the law or circumstances warrant an earlier review)	Reviewed annually
The Planning Protocol for Members	June 2023	June 2024	Reviewed annually as part of the Council's Constitution
Member Development Strategy / Member Training	March 2023	March 2024	Reviewed annually
Procedure for the Local Hearing of Allegations of Misconduct by Members of the Council	June 2021	TBC when next utilised	
Register of Members Interests	June 2023	October 2024	Considered annually.