

STANDARDS COMMITTEE



Report subject	Work Programme and Schedule of Meetings
Meeting date	9 July 2019
Status	Public Report
Executive summary	<p>The Standards Committee is tasked with reviewing key constitutional documents.</p> <p>This report sets out the schedule of meetings for 2019/20 and identifies the activities that require reviewing with a proposed work programme.</p>
Recommendations	<p>It is RECOMMENDED that:</p> <p>the schedule of meetings for 2019/20 be noted, and the work programme for the Standards Committee be adopted.</p>
Reason for recommendations	<p>To establish a clear work programme for the Committee to monitor and review key policy documents.</p>

Portfolio Holder(s):	Councillor Vikki Slade (Leader of the Council)
Corporate Director	Julian Osgathorpe (Corporate Director Resources)
Contributors	Richard Jones, Head of Democratic Services
Wards	Authority-wide
Classification	For Decision

Background

1. The Standards Committee has responsibility for the following activities which should form the basis of the committee's work programme:
 - (a) Monitoring the Code of Conduct and arrangements for dealing with complaints against Councillors and making recommendations to Full Council on any changes to the Code
 - (b) Promoting and maintaining the Council's responsibilities for ethical governance and high standards of conduct
 - (c) Ensuring that appropriate advice and training is provided to Councillors in respect of ethical governance and the Code of Conduct
 - (d) Supporting the Monitoring Officer in discharging their duties in regard to the conduct and behaviour of Councillors
 - (e) Promoting the observance of the ethical governance agenda within Parish and Town Councils in its area
 - (f) Considering the outcome of investigations undertaken pursuant to the arrangements for dealing with allegations of a breach of the Code of Conduct
 - (g) Making arrangements for suitable liaison as appropriate with the statutory Independent Persons in the course of dealing with an allegation of breach of the Code of Conduct
 - (h) Considering an Annual Report on Gifts and Hospitality Registers relating Councillors
2. The Standards Committee must therefore schedule into its work programme:-
 - the review and monitoring of the Code of Conduct for Councillors (including the associated requirements for the Disclosable Pecuniary Interests, the Protocol for Councillor / Officer Relations and the Arrangements for Dealing with Allegations of Breach of the Code of Conduct for Councillors);
 - ensuring appropriate advice and training is provided to councillors (including parish and town councils) in respect of ethical governance and the Code of Conduct;
 - the review and monitoring of the Councillor Development Framework and programme;
 - the receipt of the Annual Report on Gifts and Hospitality relating to Councillors.

3. The Standards Committee is not responsible for the review of the Constitution other than those matters referred to above.

Schedule of Meetings 2019/20

4. The following dates were approved by the Shadow Council and agreed that meetings would be held on a rotational basis between, Bournemouth, Christchurch and Poole.
- Tuesday, 9 June 2019 (6.00 pm) – HMS Phoebe, Bournemouth
 - Tuesday, 8 October 2019 (6.00 pm) – Council Chamber, Christchurch
 - Tuesday, 14 January 2020 (6.00 pm) – Committee Suite, Poole
 - Tuesday, 28 April 2020 (6.00 pm) – HMS Phoebe, Bournemouth

Proposed Work Programme

5. The Audit and Governance Committee will be reviewing the Constitution over the coming months and it would be appropriate to align the timeline to match that of the required changes to the Code of Conduct and associated documents. Other work activities require a period of time for data to be collated.
6. The following work programme is therefore proposed.

Date of Meeting	Issues to be considered
8 October 2019	The review and monitoring of the Code of Conduct for Councillors (including the associated requirements for the Disclosable Pecuniary Interests, the Protocol for Councillor / Officer Relations and the Arrangements for Dealing with Allegations of Breach of the Code of Conduct for Councillors) Update on any advice and training provided to councillors (including parish and town councillors) in respect of ethical governance and the Code of Conduct
14 January 2020	The review and monitoring of the Councillor Development Framework and programme
28 April 2020	The receipt of the Annual Report on Gifts and Hospitality relating to Councillors Update on any advice and training provided to councillors (including parish and town councillors) in respect of ethical governance and the Code of Conduct

Resource Implications

7. There are no additional resource implications arising from this report.

Funding

8. There are no additional funding requirements arising from this report.

Summary of financial implications

9. There are no financial implications arising from this report.

Summary of legal implications

10. The Constitution sets out the roles and responsibilities of the Committee. Agreeing a work programme for the committee will help promote and maintain high standards of ethical behaviour and reduce the risk of legal challenge.

Summary of human resources implications

11. There are no requirements for additional manpower resources arising from this report.

Summary of environmental impact

12. There are no environmental implications arising from this report.

Summary of public health implications

13. There are no public health implications arising from this report.

Summary of equality implications

14. There are no equality implications arising from this report.

Summary of risk assessment

15. The implementation of the proposed work programme will ensure that the codes and associated policies are current and protect the Council's reputation and reduce the likelihood of legal challenge.

Background papers

Published works

Appendices

There are no appendices to this report.