

BROMSGROVE DISTRICT COUNCIL

STANDARDS COMMITTEE

23rd March 2011

WORK PROGRAMME

Relevant Portfolio Holder	Councillor Geoff Denaro
Relevant Head of Service	Claire Felton, Monitoring Officer and Head of Legal, Equalities and Democratic Services

1. SUMMARY OF PROPOSALS

Members are requested to consider the future Work Programme of the Standards Committee.

2. RECOMMENDATIONS

That, subject to any amendments made to it by the Committee, the Work Programme be approved.

3. BACKGROUND

3.1 The Standards Committee established a Work Programme at its meeting on 7th February 2008.

3.2 A Work Programme is beneficial to the Committee for the following reasons:

- (a) to ensure the Committee is fulfilling its roles and functions in accordance with the Council's Constitution;
- (b) to enable officers to be proactive in supporting the Committee and for the Committee to be equally proactive in introducing change to ensure the Council is an ethical organisation, which promotes and maintains high standards of conduct of elected Members, and is an organisation which relates to the community and improves the service it provides; and
- (c) the rising profile of standards committees and, in particular, the changes brought about by the introduction of the local assessment of complaints of alleged breaches by district and parish councillors of the Members' Code of Conduct, under the Local Government and Public Involvement in Health Act 2007.

3.3 The Work Programme will appear as a regular item on Standards Committee agendas.

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- 3.4 Officers will update the Work Programme, as appropriate, in between meetings and any amendments to this will be referred to the next meeting of the Committee for approval. Members of the Committee are welcome to contact officers, at any time, with suggested changes to the Work Programme.

4. KEY ISSUES

The Committee is asked to consider the Work Programme and to comment on this accordingly.

5. FINANCIAL IMPLICATIONS

None

6. LEGAL IMPLICATIONS

None

7. POLICY IMPLICATIONS

None

8. COUNCIL OBJECTIVES

The Work Programme is linked to the Council's Improvement Objective.

9. RISK MANAGEMENT INCLUDING HEALTH & SAFETY CONSIDERATIONS

None

10. CUSTOMER IMPLICATIONS

A Work Programme will assist in informing Members, officers and the public of the work being undertaken by the Committee in ensuring that the Council is an ethical organisation, which is proactively working towards improvement.

11. EQUALITIES AND DIVERSITY IMPLICATIONS

None

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12. VALUE FOR MONEY IMPLICATIONS, PROCUREMENT AND ASSET MANAGEMENT

None

13. CLIMATE CHANGE, CARBON IMPLICATIONS AND BIODIVERSITY

None

14. HUMAN RESOURCES IMPLICATIONS

None

15. GOVERNANCE/PERFORMANCE MANAGEMENT IMPLICATIONS

None

16. COMMUNITY SAFETY IMPLICATIONS INCLUDING SECTION 17 OF CRIME AND DISORDER ACT 1998

None

17. HEALTH INEQUALITIES IMPLICATIONS

None

18. LESSONS LEARNT

None

19. COMMUNITY AND STAKEHOLDER ENGAGEMENT

None

20. OTHERS CONSULTED ON THE REPORT

Portfolio Holder	No
Chief Executive	No
Executive Director (S151 Officer)	No

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Executive Director – Leisure, Cultural, Environmental and Community Services	No
Executive Director – Planning & Regeneration, Regulatory and Housing Services	No
Director of Policy, Performance and Partnerships	No
Head of Service	Yes
Head of Resources	No
Head of Legal, Equalities & Democratic Services	Yes
Corporate Procurement Team	No

21. WARDS AFFECTED

All wards

22. APPENDICES

Appendix 1 Work Programme

23. BACKGROUND PAPERS

None

AUTHOR OF REPORT

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APPENDIX 1

STANDARDS COMMITTEE WORK PROGRAMME

[Note: Any items that it is proposed should be removed from the Work Programme are denoted by a strikethrough, with any new additions and/or rescheduled items appearing in bold italics.]

Meeting date	Item(s) for consideration
8th June 2011	<ul style="list-style-type: none">• Appointment of Chairman and Vice-Chairman for 2011/12• Sub-Committee appointments for 2011/12• Annual Review of the Operation and Effectiveness of the Members' Code of Conduct• 12 month review on policy regarding documentation accompanying reports to Assessment and Review Sub-Committees (<i>Min. 10/10 of 19th May 2010 Standards Committee meeting refers</i>)
27th July 2011	<ul style="list-style-type: none">• Standards Committee Annual Report 2011/12
21st September 2011	<ul style="list-style-type: none">• Annual Ombudsman Complaint Statistics (<i>final report for period ending 31st March 2011 and to include comparison with neighbouring authorities</i>)
23rd November 2011	
25th January 2012	
21st March 2012	<ul style="list-style-type: none">• Ombudsman Complaint Statistics (<i>interim update for period ending 31st September 2011</i>)• Annual Review of the Operation of the Standards Committee and its Sub-Committees• Calendar of meetings 2012/13 (<i>dependent on outcome of Localism Bill</i>)

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Date to be confirmed	<ul style="list-style-type: none">• Review of Planning Services Code of Practice/ Planning Committee Procedure Rules/Public Speaking at Planning Committee Meetings guidance <i>(Min. 125/08 (ii) of 29th April 2009 Council meeting refers. Date for Annual Review to be added to Work Programme on completion of Review. To be referred to Committee as soon as practicable - Mins. 50/09 (iv) and 57/09 of 24th March 2010 and Min. 33/10 of 26th January 2011 Standards Committee meetings refer.)</i>• 'Planning Ahead' training session <i>(For members of the Standards Committee - as developed by Standards for England in partnership with the Planning Advisory Service. To take place once any issues arising as a result of the Review of Planning Services Code of Practice above identified. Min. 50/09 (iv) of 24th March 2010 Standards Committee meeting refers.)</i>• Draft Procedure for Processing Applications for Dispensations <i>(Min. 21/09 (c) of 22nd July 2009 Standards Committee meeting refers.)</i>• Annual Review of Council Protocols on Member-Officer and Member-Member Relations• Establishment of Parish Councils' Ethical Governance Training Programme <i>(To be revisited once more known about the future of the standards regime under the Localism Bill - Monitoring Officer's Report to 22nd September 2010 Standards Committee meeting refers.)</i>
Note:	All meetings of the Committee will include regular items such as: <ul style="list-style-type: none">• Minutes of previous meeting;• Monitoring Officer's Report;• Parish Councils' Representatives' Report;• Complaint / investigation updates; and• Work Programme.