

**BROMSGROVE DISTRICT COUNCIL**

**STANDARDS COMMITTEE**

**12TH JUNE 2008**

**WORK PROGRAMME**

Responsible Portfolio Holder	Councillor Roger Smith
Responsible Head of Service	Claire Felton, Monitoring Officer and Head of Legal, Equalities and Democratic Services

**1. SUMMARY**

This report sets out a Work Programme for the Standards Committee.

**2. RECOMMENDATION**

It is recommended 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 breaches by councillors of the 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 all future Standard Committee agendas, save for those meetings which are dedicated to Member investigations.
- 3.4 Officers will update the Work Programme, as appropriate, in between meetings. Any amendments to the Work Programme will be referred to the next relevant meeting of the Committee for approval. Members of the Committee are welcome to contact officers, at any time, with suggested changes.
- 3.5 The Committee is asked to consider the Work Programme and to comment on this accordingly.

**4. FINANCIAL IMPLICATIONS**

None.

**5. LEGAL IMPLICATIONS**

None.

**6. COUNCIL OBJECTIVES**

- 6.1 The Work Programme is linked to the Council's Improvement Objective, Priority - Customer Service.
- 6.2 A Work Programme will assist in informing Members, officers and the community of the work being undertaken by the Committee in ensuring that the Council is an ethical organisation, which is proactively working towards improvement.

**7. RISK MANAGEMENT**

None.

**8. CUSTOMER IMPLICATIONS**

None.

**9. EQUALITIES AND DIVERSITY IMPLICATIONS**

None.

**10. VALUE FOR MONEY IMPLICATIONS**

None.

**11. OTHER IMPLICATIONS**

Procurement Issues - None
Personnel Implications - None
Governance/Performance Management - A work programme will assist the Committee in being proactive in fulfilling its role in ethical governance.
Community Safety including Section 17 of Crime and Disorder Act 1998 - None
Policy - None
Environmental - None

**12. OTHERS CONSULTED ON THE REPORT**

Portfolio Holder	No
Chief Executive	No
Executive Director (Partnerships and Projects)	No
Executive Director (Services)	No
Assistant Chief Executive	No
Head of Service	Yes
Head of Financial Services	No
Head of Legal, Equalities & Democratic Services	Yes (as Head of Service)
Head of Organisational Development & HR	No
Corporate Procurement Team	No

**13. WARDS AFFECTED**

All Wards.

**14. APPENDICES**

Appendix 1 - Standards Committee Work Programme

**15. BACKGROUND PAPERS**

None.

**CONTACT OFFICER**

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**STANDARDS COMMITTEE WORK PROGRAMME**

[Note: Any items that it is proposed be removed from the Work programme are denoted by a strikethrough, with new additions appearing in bold italics.]

<b>Meeting date</b>	<b>Item for consideration</b>
14th August 2008	[No business currently scheduled as holiday commitments may necessitate cancellation of this meeting]
16th October 2008	<ul style="list-style-type: none"><li>• Review of Member Training - Ethical Framework elements</li><li>• Update on training programme for Parish Councils</li><li>• Review of the Council's Confidential Reporting Code ("whistle blowing" policy - Code approved by the Cabinet on 7th March 2007)</li></ul>
11th December 2008	<ul style="list-style-type: none"><li>• Review of the operation of the Committee, including the local assessment process and training needs of Committee members</li><li>• Review of the Council's Protocols on Member-Officer and Member-Member Relations</li><li>• Ombudsman Complaint Statistics - six month update</li></ul>
5th February 2009	<ul style="list-style-type: none"><li>• Calendar of Meetings</li><li>• Review of the effectiveness of the Code of Practice - Planning Services</li></ul>
2nd April 2009	<ul style="list-style-type: none"><li>• Second Annual Report of the Standards Committee</li><li>• Review of Member Training - Ethical Framework elements</li><li>• Review of training programme for Parish Councils</li><li>• Re-appointment of Parish Councils' Representatives</li></ul>

<p>June 2009 (date to be agreed)</p>	<ul style="list-style-type: none"> <li>• Ombudsman Complaint Statistics 2008/09</li> <li>• Review of operation/effectiveness of the Members' Code of Conduct</li> <li>• <b><i>12 month review of the local assessment process.</i></b></li> </ul>
<p>No fixed date</p>	
<p>NB: All meetings will include regular items such as:</p> <ul style="list-style-type: none"> <li>• Minutes of previous meetings;</li> <li>• Monitoring Officer's Update Report; and</li> <li>• Parish Councils' Representatives Update Report.</li> </ul>	