

**BROMSGROVE DISTRICT COUNCIL**

**STANDARDS COMMITTEE**

**23RD SEPTEMBER 2009**

**WORK PROGRAMME**

Responsible Portfolio Holder	Councillor Geoff Denaro
Responsible Head of Service	Claire Felton, Head of Legal, Equalities and Democratic Services and Monitoring Officer
Non-Key Decision	

**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 alleged breaches by district and parish 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 Standards Committee agendas.

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.

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 public 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
Head of Organisational Development & HR	No
Corporate Procurement Team	No

**13. WARDS AFFECTED**

All Wards

**14. APPENDIX**

Standards Committee Work Programme.

**15. BACKGROUND PAPERS**

None

**CONTACT OFFICER**

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## APPENDIX

### 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
11th November 2009	<ul style="list-style-type: none"><li>• Leadership report on links between Standards Committee and Council's senior officers and politicians (<i>Min. 08/09 (vi) of 20th May 2009 Standards Committee meeting refers</i>)</li></ul>
13th January 2010	<ul style="list-style-type: none"><li>• <b><i>Review of Planning Services Code of Practice/ Planning Committee Procedure Rules/Public Speaking at Planning Committee Meetings guidance</i></b> (<i>Min. 125/08 (ii) of 29th April 2009 full Council meeting refers</i>)</li></ul>
24th March 2010	<ul style="list-style-type: none"><li>• Ombudsman Complaint Statistics (<i>interim update for period ending 31st September 2009</i>)</li><li>• Annual Review of Council protocols on Member-Officer and Member-Member Relations</li><li>• Parish Councils' Training Programme - update</li><li>• Annual Review of the operation of the Standards Committee</li><li>• Calendar of meetings - 2010/2011</li></ul>
May 2010 ( <i>Date to be determined</i> )	<ul style="list-style-type: none"><li>• Appointment of Chairman and Vice-Chairman</li><li>• Annual Report of the Standards Committee - 2009/10</li><li>• Annual Review of the operation and effectiveness of the Members' Code of Conduct (<i>provisional date dependent on when new/revised Code introduced</i>)</li></ul>
July 2010 ( <i>Date to be determined</i> )	
September 2010 ( <i>Date to be determined</i> )	<ul style="list-style-type: none"><li>• Annual Ombudsman Complaint Statistics (<i>final report for period ending 31st March 2010 and to include comparison with neighbouring authorities</i>)</li><li>• Parish Councils' Training Programme - update</li></ul>

November 2010 <i>(Date to be determined)</i>	
January 2011 <i>(Date to be determined)</i>	<ul style="list-style-type: none"> <li>• <b>Annual Review of Planning Services Code of Practice</b> <i>(provisional date dependent on when 2009 review completed)</i></li> </ul>
Later meetings	<ul style="list-style-type: none"> <li>• 2011 Review of terms of office of Parish Councils' Representatives on the Standards Committee <i>(to be completed prior to June 2011/CALC nominations to full Council - Min. 125/08 (i) of 29th April 2009 Council meeting refers)</i></li> </ul>
<p>Note: All meetings of the Committee will include regular items such as:</p> <ul style="list-style-type: none"> <li>• Minutes of previous meeting;</li> <li>• Monitoring Officer's Report;</li> <li>• Parish Councils' Representatives' Report; and</li> <li>• Work Programme.</li> </ul>	