

### **The Standards Committee Work/Action Plan up to 31 March 2019**

This Action Plan was monitored by the Committee at each meeting.

The Standards Committee is responsible for the Authority's statutory duty to promote and maintain high standards of conduct by the Elected Mayor, Councillors and Co-opted Members. The Committee has worked to discharge this duty by undertaking the following actions:

| <b>Action</b>                                                                                                                                                   | <b>Why</b>                                                                                                                              | <b>By When</b> | <b>Progress</b>                                                                                                                         |
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| 1. Monitor the operation of the new Members' Code of Conduct.                                                                                                   | To ensure that it is operating effectively                                                                                              | Ongoing        | Following the receipt of the Committee on Standards in Public Life's report a full review will be undertaken in the new municipal year. |
| 2. To review the Authority's Local Arrangements for dealing with Complaints under the Code of Conduct.                                                          | To ensure that the Authority's Local Arrangements meet the requirements and expectations of the Members and the relevant legislation.   | Ongoing        | Following the receipt of the Committee on Standards in Public Life's report a full review will be undertaken in the new municipal year. |
| 3. To continue to develop an ongoing programme of meetings with invited guests, including the Elected Mayor, the Chief Executive, Senior Leadership Team, Group | To develop a dialogue between the Committee, and members and appropriate Officers relating to ethical governance and ethical standards. | Ongoing        | The Chair of Council was invited to attend the Committee's meeting in March 2019.<br><br>The Authority's new                            |

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| Leaders, the Chair and Deputy Chair of Council and the Chairs of the Overview and Scrutiny Committee and the Planning Committee and other Regulatory Committees.                                                        |                                                                                                         |                                                                   | Monitoring Officer was also in attendance.                                                                                                                      |
| 4. To invite Chairs of Standards Committees from other Authorities in the region to attend Committee meetings.                                                                                                          | To provide an opportunity to understand ethical governance and standards issues in other Authorities.   | Ongoing                                                           | To be arranged in consultation with Monitoring Officers in neighbouring authorities in the new municipal year.                                                  |
| 5. 6 monthly regional meeting of the Chairs and Deputy Chairs of Standards Committees and Independent Persons be arranged in consultation with other regional authorities                                               | To provide an opportunity to share knowledge and best practice.                                         | First meeting by October 2018 and second meeting by 31 March 2019 | To be arranged in consultation with Monitoring Officers in neighbouring authorities.<br><br>This action will be brought forward in the Action Plan for 2019/20. |
| 6. To promote the development of all Members by: <ul style="list-style-type: none"> <li>seeking the attendance of Regulatory Committee Members (including the Standards Committee) at relevant Committees at</li> </ul> | To assist the Authority to fulfil its statutory duty to promote and maintain high standards of conduct. | By March 2019                                                     | This action will be brought forward in the Action Plan for 2019/20.                                                                                             |

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| neighbouring authorities;<br><ul style="list-style-type: none"> <li>• encouraging the extension of filming of meetings to include the Planning Committee; and</li> <li>• the provision of training on relevant ethical standards issues.</li> </ul> |                                                                                                                                                   |                                |                                                                            |
| 7. To review training available to all Council Members on ethical governance, ethical standards issues including arrangements with respect to the Code of Conduct; granting of dispensations, the use of Social Media and declaring interests.      | To ensure all members receive information on ethical governance, ethical standards to minimise risk of unwitting breaches of the Code of Conduct. | By January 2019                | This action will be brought forward in the Action Plan for 2019/20.        |
| 8. To seek the further promotion with all Members of the Authority's e-learning training on the use social media.                                                                                                                                   | To assist all Member in the use of social media.                                                                                                  | By September 2018              | Being undertaken as a part of the Authority's Member Development Programme |
| 9. Continue production of Annual Standards Committee Report                                                                                                                                                                                         | Presentation of Annual Report of the work of the Committee during the previous 12 months.                                                         | By end of each municipal year. | Completed.                                                                 |
| 10. To provide training to the Independent Persons on                                                                                                                                                                                               | To ensure that the Authority's Independent Persons                                                                                                | October 2018.                  | This action will be brought forward in the                                 |

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| their role, this to include invitations to relevant training for Members.                                                                          | understand their role in relation to ethical governance and the Code of Conduct for Members as well as the disciplinary procedures for Statutory Officers. |                | Action Plan for 2019/20. |
| 11.To update where necessary and recirculate the pocket guide to the Code of Conduct and the requirements in relation to interests to all Members. | To assist Members in how the Code of Conduct applies to them.                                                                                              | September 2018 | Completed.               |