

Report to: Standards Committee



Date of Meeting 22 June 2023

Document classification: Part A Public Document

Exemption applied: None

Review date for release N/A

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## Standards Committee Work Programme

### Report summary:

To agree the Committee's Work Programme for 2023/24

### Is the proposed decision in accordance with:

Budget Yes  No

Policy Framework Yes  No

### Recommendation:

That the Standards Committee reviews and agrees the Work Programme for 2023/24 with or without amendments.

### Reason for recommendation:

To ensure that the Committee has a robust work programme in place and can monitor activity against that Work Programme at each meeting.

Officer: Melanie Wellman, Director of Licensing and Governance and Monitoring Officer, email [melanie.wellman@eastdevon.gov.uk](mailto:melanie.wellman@eastdevon.gov.uk)

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Portfolio(s) (check which apply):

- Climate Action and Emergency Response
- Coast, Country and Environment
- Council and Corporate Co-ordination
- Democracy, Transparency and Communications
- Economy and Assets
- Finance
- Strategic Planning
- Sustainable Homes and Communities
- Tourism, Sports, Leisure and Culture

**Equalities impact** Low Impact

**Climate change** Low Impact

**Risk:** Low Risk; Agreeing a Work Programme for the Committee will ensure that important issues are not overlooked and that the Committee can monitor progress against that work programme.

**Links to background information** None

Link to [Council Plan](#)

Priorities (check which apply)

- Better homes and communities for all
- A greener East Devon
- A resilient economy

## Purpose of Report

- The following table sets out the proposed Work Programme for the Standards Committee for 2023/24. The Committee are invited to consider the proposed Work Programme and make such changes as it deems appropriate. It is proposed that this Work Programme is updated and presented to the Committee at each Standards Committee meeting.

Description	Timetable	Responsible Officer	Comments
Annual Report from the Chair of the Committee regarding the work of the Committee	2024	Chair/Monitoring Officer	
Promote ethical standards by providing support and training in relation to the Code of Conduct to District Councillors , Parish Clerks and Councillors (as required);	Training provided to District Councillors in May/June 2023  Training to be provided to Town and Parish Councils in September 2023	Monitoring Officer	
Receive conduct of hearings training	To be agreed	Monitoring Officer	To be arranged if an investigation finds a breach of the Code and the matter is referred for hearing
Investigate ways of resolving issues before they escalate to a formal complaint	To be agreed	Monitoring Officer	
Promote ethical standards by engaging via the Chair of the Committee on a regular basis with the political leaders and Chief Executive of the Council	Twice a year	Chair	
Review the procedures relating to member Complaints made to the Council	22 June 2023	Monitoring Officer	On this agenda

Receive updates regarding Code of Conduct complaints		Monitoring Officer	Update at every meeting
Hear Standards complaints where an investigation has concluded there has been a breach of the Code and the Monitoring Officer refers the matter for hearing	As required	Monitoring Officer Sub-Committee of Standards Committee	
Consider dispensation applications	When applications have been received	Monitoring Officer	
Conduct a review of the Code of Conduct		Monitoring Officer	
Receive an update on Standards issues	At each meeting – as required	Monitoring Officer	
To receive regular updates on the gifts and hospitality accepted or refused by members and officers	Every six months	Monitoring Officer	
To review Protocols relating to standards and behaviour	To be agreed	Monitoring Officer	

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**Financial implications:**

There are no financial implications to be added to this report.

**Legal implications:**

There are no substantive legal issues to be added to this report.