Report to: **Standards Committee**

Date of Meeting 11 April 2024

Document classification: Part A Public Document

Exemption applied: None

Review date for release N/A

Standards Committee Work Programme

Report summary:

To receive an update regarding progress made in relation to 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 notes the update.

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

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

1. The following table sets out progress in relation to the Work Programme for the Standards Committee for 2023/24. The Committee are invited to consider the update and any items that they would wish to see included in the 2024/25 work programme.

Description	Timetable	Responsible Officer	Comments
Annual Report from the Chair of the Committee regarding the work of the Committee	2024	Chair/Monitoring Officer	To be presented to the Committee in June 2024
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	Complete
Receive conduct of hearings training	To be agreed	Monitoring Officer	None required
Investigate ways of resolving issues before they escalate to a formal complaint	To be agreed	Monitoring Officer	Ongoing
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	2023/2024 Annual report to be presented to a meeting of the Group Leaders in July 2024
Review the procedures relating to member Complaints made to the Council	23 June 2023	Monitoring Officer	Complete
Receive updates regarding Code of Conduct complaints		Monitoring Officer	Complete

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	None required
Consider dispensation applications	When applications have been received	Monitoring Officer	No applications received
Conduct a review of the Code of Conduct		Monitoring Officer	Propose considered as part of 2024/25 work programme
Receive an update on Standards issues	At each meeting – as required	Monitoring Officer	Complete
To receive regular updates on the gifts and hospitality accepted or refused by members and officers	Every six months	Monitoring Officer	Gifts and Hospitality is currently being reviewed by the Monitoring Officer and new Forms/Protocols and an update on gifts and hospitality received are proposed to be presented to Members at the June 2024 meeting.
To review Protocols relating to standards and behaviour	To be agreed	Monitoring Officer	Member/Officer Protocol on this agenda.

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.