

Report to: Standards Committee



Date of Meeting October 2024

Document classification: Part A Public Document

Exemption applied: None

Review date for release N/A

Standards Committee Work Programme

Report summary:

To agree the Committee's Work Programme for 2024/25

Is the proposed decision in accordance with:

Budget Yes ☒ No ☐

Policy Framework Yes ☒ No ☐

Recommendation:

To approve the Work Programme for 2024/2025 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 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

- The following table sets out the proposed Work Programme for the Standards Committee for 2024/25. The Committee are invited to consider the draft and make any changes that they see fit.

Description	Timetable	Responsible Officer	Comments
Annual Report from the Chair of the Committee regarding the work of the Committee	10 April 2025	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 provided to Town and Parish Councils in September 2023 Further training to be provided to District Councillors in 2024.	Monitoring Officer	
Receive conduct of hearings training	To be agreed if required	Monitoring Officer	
Investigate ways of resolving issues before they escalate to a formal complaint	Presentation 16 January 2025	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	
Receive updates regarding Code of Conduct complaints	Every meeting	Monitoring Officer	
Hear Standards complaints where an investigation has	As required	Monitoring Officer Sub-Committee of Standards Committee	

concluded there has been a breach of the Code and the Monitoring Officer refers the matter for hearing			
Consider dispensation applications	When applications received	Monitoring Officer	
Conduct a review of the Code of Conduct	10 April 2025	Monitoring Officer	
Consider draft Gifts and Hospitality Protocols for Officers and Members	16 Jan 2025	Monitoring Officer	
Consider changes to the procedures for dealing with Officer Declaration of Personal Interests	16 Jan 2025	Monitoring Officer	
Receive an update on Standards issues	As required	Monitoring Officer	
To receive regular updates on the gifts and hospitality accepted or refused by members and officers	16 Jan 2025	Monitoring Officer	
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.