

## STANDARDS COMMITTEE WORK PROGRAMME - MARCH 2011 TO MARCH 2012

		<b>TIMETABLE</b>	<b>RESOURCES</b>
1.	To conduct hearings into alleged breaches of the Members' Code of Conduct following referrals from the Public Services Ombudsman for Wales pursuant to Section 69 of Chapter III of the Local Government Act 2000.	<ul style="list-style-type: none"> <li>As and when any such referrals are received from the Ombudsman</li> </ul>	<ul style="list-style-type: none"> <li>Monitoring Officer</li> <li>Deputy Monitoring Officer</li> <li>Solicitor to the Monitoring Officer</li> </ul>
2.	To conduct hearings into applications for dispensations received from County Councillors pursuant to Statutory Instrument 2001 No 2279(W.169).	<ul style="list-style-type: none"> <li>As and when applications are received</li> </ul>	<ul style="list-style-type: none"> <li>Monitoring Officer</li> <li>Deputy Monitoring Officer</li> <li>Solicitor to the Monitoring Officer</li> </ul>
3.	At the request of any Group Leader, to undertake an advisory role in connection with matters arising under the Council's proposed Protocol for Self Regulation.	<ul style="list-style-type: none"> <li>As and when requested by any Group Leader or Group Leaders</li> </ul>	<ul style="list-style-type: none"> <li>Monitoring Officer</li> <li>Deputy Monitoring Officer</li> <li>Solicitor to the Monitoring Officer</li> </ul>
4.	<p>To oversee the Member Development Plan, which is intended to include:-</p> <ul style="list-style-type: none"> <li>Attached is the Annual Development Plan for Elected Members presented to Council on 09/12/10 and deferred to the Council Meeting on 08/02/11 (106592)</li> <li>Induction and training of new Standards Committee</li> </ul>	<ul style="list-style-type: none"> <li>Attached is the Annual Development Plan for Elected Members a report and presented to Council on 09/12/10 and deferred to the Council Meeting on 08/02/11 (106592)</li> <li>After 18/12/11</li> </ul>	<ul style="list-style-type: none"> <li>HR Manager</li> <li>WLGA</li> <li>Monitoring Officer</li> <li>Deputy Monitoring Officer</li> <li>Corporate Information Officer</li> </ul>

	<ul style="list-style-type: none"> <li>• Consideration and preparation for induction and training of intake of Councillors in 2012</li> <li>• Training to target specific needs of those sanctioned by the Adjudication Panel</li> </ul>	<ul style="list-style-type: none"> <li>• March 2012</li> <li>• As required</li> </ul>	
5.	To participate in and receive reports from the Member Development Working Group.	<ul style="list-style-type: none"> <li>• As and when received</li> </ul>	<ul style="list-style-type: none"> <li>• HR Manager</li> <li>• WLGA</li> <li>• Monitoring Officer</li> </ul>
6.	To supervise the two Registers of Members' Interests by annual reviews followed by advice and guidance, if appropriate.	<ul style="list-style-type: none"> <li>• Reminder to be sent in May 2011 and review in September 2011.</li> </ul>	<ul style="list-style-type: none"> <li>• Monitoring Officer</li> <li>• Solicitor to the Monitoring Officer</li> </ul>
7.	To supervise the Register of Gifts and Hospitality by annual reviews followed by advice and guidance, if appropriate.	<ul style="list-style-type: none"> <li>• Review after 08/05/11.</li> </ul>	<ul style="list-style-type: none"> <li>• Monitoring Officer</li> <li>• Solicitor to the Monitoring Officer</li> </ul>
8.	To include a review of the Council's policy on gifts and hospitality and any recommendations arising therefrom, and continue with its work with a Protocol for Gifts and Hospitality	<ul style="list-style-type: none"> <li>• March 2011 onwards</li> </ul>	<ul style="list-style-type: none"> <li>• Monitoring Officer</li> <li>• Solicitor to the Monitoring Officer</li> </ul>
9.	To undertake the role of consultee on any proposed changes to the Constitution which would disproportionately prejudice the rights or interests of any minority group.	<ul style="list-style-type: none"> <li>• As and when requested to do so</li> </ul>	<ul style="list-style-type: none"> <li>• Monitoring Officer</li> <li>• Managing Director</li> </ul>
10.	To increase the profile of the Standards Committee by:- <ul style="list-style-type: none"> <li>• Launch the Standards Committee's Work Programme for 2011 by means of a press statement.</li> </ul>	<ul style="list-style-type: none"> <li>• As soon as possible after 8/03/2011</li> </ul>	<ul style="list-style-type: none"> <li>• Communications Officer</li> </ul>

	<ul style="list-style-type: none"> <li>• Chair of the Standards Committee will provide presentation/s to the public on the work, composition and recruitment to the Standards Committee etc. during the course of the most appropriate round of public meetings (“Hawl i Holi”).</li> <li>• The Chair of the Standards Committee will present an annual report to the full Council outlining the work of the Standards Committee during the previous year.</li> </ul>	<ul style="list-style-type: none"> <li>• At the most suitable time during the summer of 2011 as the new Standards Committee is to be recruited by 17/12/2011</li> <li>• March 2012</li> </ul>	<ul style="list-style-type: none"> <li>• Monitoring Officer</li> <li>• Communications Officer</li> <li>• Monitoring Officer</li> <li>• Solicitor to the Monitoring Officer</li> </ul>
11.	To review the Council’s Protocol for Member / Officer Relations presently at 5.3 in the Constitution, in conjunction with the Information Protocol.	<ul style="list-style-type: none"> <li>• November 2011 onwards</li> </ul>	<ul style="list-style-type: none"> <li>• Monitoring Officer</li> <li>• Solicitor to Monitoring Officer</li> </ul>
12.	Pilot for Self Regulation Protocol	<ul style="list-style-type: none"> <li>• Autumn 2011</li> </ul>	<ul style="list-style-type: none"> <li>• Monitoring Officer</li> </ul>
13.	Establishing Panels to deal with dispensations, especially at short notice.	<ul style="list-style-type: none"> <li>• May 2011</li> </ul>	<ul style="list-style-type: none"> <li>• Monitoring Officer</li> </ul>
14.	To act as consultee on a report addressing Members’ Access Rights and Data Protection issues.	<ul style="list-style-type: none"> <li>• As required</li> </ul>	<ul style="list-style-type: none"> <li>• Monitoring Officer</li> <li>• Corporate Information Officer</li> </ul>
15	To consider the Corporate Complaints Procedure and the Welsh Assembly Government’s Model.	<ul style="list-style-type: none"> <li>• As and when the documents are issued</li> </ul>	<ul style="list-style-type: none"> <li>• Monitoring Officer</li> <li>• Solicitor to the Monitoring Officer</li> <li>• Corporate Customer Care Officer</li> </ul>
16.	To consider the new draft Constitution	<ul style="list-style-type: none"> <li>• March 2011 onwards</li> </ul>	<ul style="list-style-type: none"> <li>• Monitoring Officer</li> <li>• Solicitor to the Monitoring Officer</li> <li>•</li> </ul>
17.	Consider any other changes to the Constitution.	<ul style="list-style-type: none"> <li>• As required</li> </ul>	<ul style="list-style-type: none"> <li>• Monitoring Officer</li> </ul>

18.	To receive the Local Government Measure.	<ul style="list-style-type: none"> <li>• When published by the WAG</li> </ul>	<ul style="list-style-type: none"> <li>• Monitoring Officer</li> <li>• Managing Director</li> </ul>
19.	Recruitment of the new Standards Committee to be recruited by 17/12/2011	<ul style="list-style-type: none"> <li>• Summer of 2011 onwards</li> </ul>	<ul style="list-style-type: none"> <li>• Monitoring Officer</li> <li>• Deputy Monitoring Officer</li> <li>• Solicitor to the Monitoring Officer</li> </ul>