

## Standards Committee Work programme

### Standing items on agendas:

- Monitoring Officer report – Code of conduct training, Attendance, Referral of Councillors to Public Services Ombudsman, Dispensation requests.
- Other items – Ombudsman Wales – Our Findings reports and Committee’s Work Programme and National Standards Forum.

### 25 October 2023

Topic	Objective	Who is responsible	Outcome
Oversee the Council’s rules and protocols on accountability of members	Review Section 21 [Protocol on Member / Officer Relations] and Section 25 [Local Resolution Process] of Constitution	Committee	Two yearly review  [next review October 2025]
Code of Conduct, standards and ethical issues at Council meetings	On a rota basis, Independent Members to observe Council meetings and report back to Committee	Committee and Monitoring Officer	Ongoing support to members to observe the Code etc
Guidance / briefing notes for Group Leaders on emerging topics	To highlight issues around any emerging topics to support Group Leaders in their role	Committee and Monitoring Officer	As required

### 7 February 2024

Topic	Objective	Who is responsible	Outcome
Whistleblowing Policy	To review an anonymised report on the number of whistleblowing cases and outcomes over the previous 12 months	Committee  Moved from October 2023 meeting	Complete an annual review
Monitor and review the acceptance of gifts and hospitality by Members	To review the register	Committee  Moved from October 2023 meeting, as Monitoring Officers across Wales considering	Complete an annual review

		a consistent approach to the monetary levels for gifts and hospitality	
Code of Conduct, standards and ethical issues at Council meetings	On a rota basis, Independent Members to observe Council meetings and report back to Committee	Committee and Monitoring Officer	Ongoing support to members to observe the Code etc
Guidance / briefing notes for Group Leaders on emerging topics	To highlight issues around any emerging topics to support Group Leaders in their role	Committee and Monitoring Officer	As required

### 10 April 2024

Topic	Objective	Who is responsible	Outcome
Annual meeting with Group Leaders regarding duties	To monitor compliance by Group Leaders and assist them in their duties	Committee and Monitoring Officer	

### 12 June 2024

Topic	Objective	Who is responsible	Outcome
Annual report	Approval of Annual report for submission to Council	Committee	Presentation of Annual report at the Council meeting on 11 July 2024
Monitor members' attendance at relevant meetings	To review members attendance at relevant meetings and consider any whose attendance is below 60%	Committee	Complete an annual review
Oversee the Register of Interest of Members, Co-opted members and Church and Parent Governor	To review the Register of Interest	Committee	Complete an annual review

<b>Topic</b>	<b>Objective</b>	<b>Who is responsible</b>	<b>Outcome</b>
Representatives and Officers			
General Dispensations	To review the use of General dispensations over the previous 12 months	Committee	Complete an annual review.
Code of Conduct, standards and ethical issues at Council meetings	On a rota basis, Independent Members to observe Council meetings and report back to Committee	Committee and Monitoring Officer	Ongoing support to members to observe the Code etc
Guidance / briefing notes for Group Leaders on emerging topics	To highlight issues around any emerging topics to support Group Leaders in their role	Committee and Monitoring Officer	As required

### **30 October 2024**

<b>Topic</b>	<b>Objective</b>	<b>Who is responsible</b>	<b>Outcome</b>
Code of Conduct, standards and ethical issues at Council meetings	On a rota basis, Independent Members to observe Council meetings and report back to Committee	Committee and Monitoring Officer	Ongoing support to members to observe the Code etc
Guidance / briefing notes for Group Leaders on emerging topics	To highlight issues around any emerging topics to support Group Leaders in their role	Committee and Monitoring Officer	As required

### **October 2025**

<b>Topic</b>	<b>Objective</b>	<b>Who is responsible</b>	<b>Outcome</b>
Oversee the Council's rules and protocols on accountability of members	Review Section 21 [Protocol on Member / Officer Relations] and Section 25 [Local	Committee	Two yearly review [previous review October 2023]

	Resolution Process] of Constitution		
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### **Standards Community Sub-Committee Work programme**

**Standing items on agendas:**

- Monitoring Officer report – Referral of Councillors to Public Services Ombudsman, Dispensation requests.
- Other items – Ombudsman Wales – Our Findings reports and Committee’s Work Programme

**25 October 2023**

Topic	Objective	Who is responsible	Outcome

**7 February 2024**

Topic	Objective	Who is responsible	Outcome

**12 June 2024**

Topic	Objective	Who is responsible	Outcome

**30 October 2024**

Topic	Objective	Who is responsible	Outcome