

<b>MEETING</b>	<b>STANDARDS COMMITTEE</b>
<b>DATE</b>	<b>27, NOVEMBER, 2012.</b>
<b>TITLE</b>	<b>WORK PROGRAMME</b>
<b>PURPOSE</b>	<b>TO PRESENT FOR RECOMMENDATION THE COMMITTEE'S WORK PROGRAMME FOR THE COMING YEAR.</b>
<b>AUTHOR</b>	<b>DILYS PHILLIPS, MONITORING OFFICER.</b>

1. At its last meeting on the 2<sup>nd</sup> July the Committee had a presentation on its remit and work and it was agreed that a work programme should be drawn up based on the matters that the members wished to look at over the coming years. A copy of the committee's remit is attached for ease of reference.
2. The Committee normally meets four times a year in January, April, July and November, with the possibility of special meetings to consider specific applications when necessary.
3. The topics which the Committee covers can be divided into three categories, namely :
  - (a) Response to specific applications either for dispensations or hearings.
  - (b) Cyclical matters which the Committee considers such as reports on complaints, annual reports, training.
  - (c) "One-off " matters which require attention as part of the Committee's proactive work of promoting standards.
4. The committee dates for the rest of the Council year are noted below together with cyclical items which can be timetabled.

**28, January, 2013:**

- Report on allegations against members.
- Minutes of the Chairman and Vice-chairmen North Wales Forum
- Report on training.

**8, April, 2013:**

- Minutes of the Chairmen's Forum
- Reports on allegations against members
- Work programme for the pending year
- Draft annual report of the Standards Committee.

**, July, 2013 (date to be determined)**

- Minutes of the Chairmen's Forum
- Report on allegations against members
- The Ombudsman's annual report.
- Feedback from the Standards Conference.

5. Below are suggestions regarding topics which the Committee can consider in order to act proactively to promote standards within the County Council, and town and community councils.
- Consider legislation on Promoting Local Democracy.
  - Detailed analysis of matters before the Welsh Adjudication Panel.
  - Meeting with leaders of the political groups.
  - Observation visits to full Council/committees.
  - Review of the procedure for registration of interests.
  - Training (for county councillors, community councillors, the committee members, co-opted members and officers).
  - Review of the Local Dispute Resolution Procedure and "Gwynedd Standard" (reviewed last October 2010).
  - Review of the Protocol on Member-Officer relations (reviewed last July 2009).
  - Review of the Code of Practice on Members Rights to Information (reviewed last October 2004).
  - Review of the Planning Protocol (reviewed last July 2010).
  - Communication with town and community councils.
  - Review of the procedure and guidelines for dispensations.
6. The Committee is requested to consider which topics should be included in their work programme for the coming year together with suggestions for the work programme for subsequent years.

### **9.03 Role and Function**

The Standards Committee will have the following roles and functions:

- (a) promoting and maintaining high standards of conduct by councillors, co-opted members and church and parent governor representatives;
- (b) assisting the councillors, co-opted members and church and parent governor representatives to observe the Members' Code of Conduct;
- (c) advising the Council on the adoption or revision of the Members' Code of Conduct;
- (ch) monitoring the operation of the Members' Code of Conduct;
- (d) advising, training or arranging to train councillors, co-opted members and church and parent governor representatives on matters relating to the Members' Code of Conduct;
- (dd) granting dispensations to councillors, co-opted members and church and parent governor representatives from requirements relating to interests set out in the Members' Code of Conduct;
- (e) dealing with any reports from a case tribunal or interim case tribunal, and any report from the Monitoring Officer on any complaint made to him/her or on any matter referred to that officer by the Public Services Ombudsman for Wales;
- (f) authorising payments by the Monitoring Officer of allowances and expenses to persons who have assisted in an investigation by the Monitoring Officer;
- (ff) the exercise of (a) to (f) above in relation to the community councils wholly or mainly in its area and the members of those community councils.