

**CITY AND COUNTY OF CARDIFF  
DINAS A SIR CAERDYDD**

**STANDARDS & ETHICS COMMITTEE: 10 January 2007**

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**REPORT OF THE MONITORING OFFICER AGENDA ITEM:**

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**PROGRAMME OF WORK**

**Purpose of the Report**

1. To consider the Committee's Work Programme.

**Background**

2. The Committee's Terms of Reference are set out in the Agenda.
3. A draft work programme based on the Committee's Terms of Reference is attached at Appendix 1.

**Issues**

4. The work programme and the prioritisation of its work is largely a matter for the Committee to decide. The work programme is a working document and as such the Committee can prioritise or update the items as necessary.

### **Financial & Legal Implications**

5. There are none arising from this report.

### **Recommendations**

6. That the draft programme of work set out in Appendix 2 be considered by the Committee.

**KATE BERRY**  
**Monitoring Officer**  
**4 January 2007**

**APPENDIX 1**

**STANDARDS COMMITTEE – WORK PROGRAMME – 2007**

<b>ITEM</b>	<b>BACKGROUND/ACTION REQUIRED</b>	<b>TERM(S) OF REFERENCE</b>	<b>COMMITTEE TARGET DATE</b>
Whistleblowing Policy	A review of Whistleblowing Policy commissioned from Internal Audit. Consideration and approval of recommendations.	(e)	January 2007
Planning Code of Practice	Arising from the Welsh Audit Report the development of a Code of Practice for Planning. The Committee may wish to consider how they may work with the Planning Committee in developing such a Code.	(a) (c) (h)	January 2007
Regular Meeting with Whips	Members had a useful meeting with Whips last year which proved informative. The Committee may wish to consider whether this should be a regular meeting, and in particular items for discussion.		January 2007
Member Development	Members of Council require further refresher training on the existing code and specific training relating to planning matters as recommended in the WAO Report. In addition the revised Code of Conduct is anticipated to be published in the Autumn of 2007 and a Training Programme will need to be developed to introduce this to all Members	(b)	
Revised Code of Conduct	The revised code will be published in the Autumn 2007. Consideration will need to be given to dissemination of the code to Members and consideration of any changes to existing policies and procedures (e.g. dispensation arrangements)	(b) (c)	

Developing Relationships and understanding work of Community Councils	Members consider it a high priority to develop closer working relationships with Community Councils and to raise the profile of the Standards Committee. A programme of visits and links to be set up.		
Ethical Audit	The Committee undertook an Ethical Audit last year and committed to undertaking a further review after 12 months.	(a)	
Hospitality Register	The Committee received initial report on the Code of Hospitality for Officers and Members and requested a further report to consider whether to recommend changes to the current arrangements.	(h)	
Relationship with Media	The Corporate Governance Commission Report highlighted the importance of the role of the media in supporting standards in public life. The Committee may wish to consider how they take this forward.		
Governance Programme	The Council will be commencing the Governance Programme in the new year and the Committee may wish to have regular reports on progress and provide input as appropriate.		
Public Ombudsman for Wales	The Committee may wish to receive a presentation from the Ombudsman on their role and responsibilities.		