

APPENDIX A

STANDARDS AND ETHICS COMMITTEE – FORWARD PLAN 2014/15

The following topics have been prioritised on a Red / Amber/ Green (RAG) basis with Red being the highest priority and include indicative timescales as applicable:

TOPIC	OBJECTIVE/OUTCOME	WHO IS RESPONSIBLE?	PRIORITY/ STATUS
(1) Social Media	To consider standards and ethics matters relating to the use of social media by Members, including issues such as criteria for use; etiquette and safeguards.	Monitoring Officer	COMPLETED
(2) Provision of Gifts and Hospitality	To consider standards and ethics matters relating to the provision by the Council of gifts and hospitality to third parties. To include issues such as a policy in relation to when the provision of hospitality is appropriate and the monitoring of such provision.	Monitoring Officer	COMPLETED
(3) Register of Officer Interests and Politically Restricted posts	To review and oversee the update of the policy.	Monitoring Officer and Chief HR Officer	ON AGENDA
(4) Role Descriptions for Standards and Ethics Committee Members	To review roles and responsibilities of all Members of the Standards and Ethics Committees.	Monitoring Officer	AMBER
(5) Review of Members' Code of Conduct and Guidance	To consider updates and guidance from the Ombudsman on the Members' Code of Conduct.	Monitoring Officer	GREEN
(6) Review of Member/Officer	To review the Member/Officer Protocol. This is	Monitoring Officer	GREEN

TOPIC	OBJECTIVE/OUTCOME	WHO IS RESPONSIBLE?	PRIORITY/ STATUS
Protocol	expected to form part of a wider review of the Council's Constitution by the Constitution Committee.	and Chief HR Officer	
(7) Planning processes and procedures (Members Planning Code of Good Practice)	To improve public perceptions relating to openness and transparency To review procedure rules for continuous improvement	Monitoring Officer and Director of Strategic Planning, Highways Traffic and transportation	RED
(8) Charter between Cardiff Council and the Community Councils	To review and monitor progress of the Charter on an annual basis.	Monitoring Officer	ON AGENDA
(9) Joint Standards Committees	To consider legislation on the establishment of Joint Standards Committees as set out in the Local Government (Democracy)(Wales) Act 2013.	Monitoring Officer	COMPLETED
(10) Review of Officer/Employee Code of Conduct and Guidance	To review and improve the Officer Code of Conduct. To support the dissemination of information and training to officers.	Monitoring Officer/Chief HR Officer	AMBER