

STANDARDS AND ETHICS COMMITTEE – WORK PROGRAMME – 2021/22**APPENDIX A**

TOPIC	OBJECTIVE/OUTCOME	WHO IS RESPONSIBLE?	PRIORITY	STATUS	REPORT TO COMMITTEE
(1) Gifts and Hospitality	To monitor and review the acceptance of gifts and hospitality by Members (annually).	Monitoring Officer	Medium	Scheduled	ON AGENDA
(2) Code of Conduct Complaints	To receive information on complaints made against Members of the Council alleging breaches of the Code of Conduct (quarterly).	Monitoring Officer	Medium	Ongoing	ON AGENDA
(3) Member Briefings	To publish Member Briefings on the work of the Committee and member conduct issues	Chair / Monitoring Officer	Medium	Scheduled	ON AGENDA
(4) Training	To consider induction training on the Members' Code of Conduct; and training for group leaders in relation to new duties for Members' conduct	Monitoring Officer	High	Ongoing	ON AGENDA
(5) Feedback from Observation of Council & Committee meetings	Independent Members to attend Council, Committee and Community Council meetings to become more acquainted with the work of the Councils; and report feedback for consideration by the Committee	Independent Members of the Committee	Medium	Ongoing	As and when feedback is received
(6) Whistleblowing Policy	(1) To monitor reports made under the whistleblowing policy and	Monitoring Officer	Medium	Scheduled	Summer 2022

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	consider any ethical issues arising; and (2) To review the Whistleblowing Policy to ensure it remains fit for purpose.				
(7) Officers Personal Interests	To receive a report on Senior Officers Personal Interests Declarations (annually)	Monitoring Officer / HR	Medium	Scheduled	Summer 2022
(8) Annual Meeting with Group Leaders and Whips	To facilitate ongoing engagement with representatives from all political groups; and consider new duties in relation to Members' conduct (coming into effect in May 2022)	Elected Members	Medium	Scheduled	Autumn 2022
(9) Annual Report 2021/22	Prepare Annual Report 2020/21	Committee Chair/ Monitoring Officer	Medium	Scheduled	Autumn 2022
(10) Members' Exit Survey 2022	To consider responses to the survey in relation to behaviour / conduct issues	Head of Democratic Services / Monitoring Officer	Medium	Scheduled	Summer 2022