

GROUP LEADER'S REPORT TO STANDARDS AND ETHICS COMMITTEE

Promoting Compliance with the Code of Conduct

Report by: Councillor Rodney Berman

Group Leader

| <i>TO BE COMPLETED BY MONITORING OFFICER'S STAFF</i> | | | |
|---|--------------------------------|---------------------------------|-------------|
| Political Group: | Liberal Democrat Group | | |
| No. of members: | 11 | | |
| Reporting period: | 09.05.22 – 31.03.23 | | |
| <u>NUMBER, SOURCE AND LEVEL OF COMPLAINTS</u> | | | |
| | Informal Resolution | Local Resolution Hearing | PSOW |
| Public | 0 | 0 | 0 |
| Officers | 0 | 0 | 0 |
| Councillors | 0 | 0 | 0 |
| <u>TRAINING RECORDS</u> | | | |
| Code of Conduct | Number of Councillors trained: | 100% | |
| Group members' Training Records attached? | Yes | | |

* Ombudsman decided not to investigate

STEPS TAKEN TO PROMOTE COMPLIANCE

(TO BE COMPLETED BY GROUP LEADER / DEPUTY GROUP LEADER)

How many complaints have been raised with you about the conduct (including unacceptable behaviour) of members of your group?

Please give a brief ANONYMISED description of these complaints, including the source, subject matter and action you have taken in relation to these complaints. (Please continue on a separate sheet, if necessary.)

| REPORTED TO YOU BY: | SUBJECT MATTER OF COMPLAINT | ACTION TAKEN | OUTCOME Resolved / Ongoing |
|--|------------------------------------|---------------------|--------------------------------------|
| <ul style="list-style-type: none"> - Monitoring Officer; - Group Member; - Member of another Group; - Staff member; - Member of the Public; - Other (please specify) | | | |

PLEASE CONFIRM THE STEPS YOU'VE TAKEN TO:

- (I) PROMOTE AND MAINTAIN HIGH STANDARDS OF CONDUCT BY MEMBERS OF YOUR GROUP; AND
- (II) CO-OPERATE WITH THE STANDARDS & ETHICS COMMITTEE IN THE DISCHARGE OF ITS FUNCTIONS:

| | STEPS TAKEN | PLEASE TICK ANY THAT APPLY | ANY COMMENTS |
|----|--|-----------------------------------|--|
| 1. | Demonstrating personal commitment to, and attending relevant development or training on, the Member Code of Conduct and equalities | X | Training is frequently raised at group meetings by Whips, in addition to correspondence via email about training requirements. Whips will contact individual members where training has not been completed. Where specific training is required for nomination to a particular committee, members are notified immediately. |
| 2. | Encouraging group members to attend relevant development or training on the Member Code of Conduct and equalities | X | |
| 3. | Asking nominees to a committee to ensure they have attended the recommended training for that committee | X | |

| | | | |
|-----|--|---|---|
| 4. | Promoting civility and respect at all times, including on social media, within group communications (including group WhatsApp's) and meetings and in formal Council meetings | X | We will regularly discuss the likely tone of a meeting or agenda item and remind members to engage with the topic, and avoid comments about individuals. Where issues across the council have arisen with comments on social media, this is shared with members and members are reminded of the code of conduct. |
| 5. | Promoting informal resolution procedures in the council, and working with the Standards & Ethics Committee and Monitoring Officer to achieve local resolution | | |
| 6. | Promoting a culture within the group which supports high standards of conduct and integrity | X | |
| 7. | Attend a meeting of the Standards & Ethics Committee if requested to discuss Code of Conduct issues | X | Group Leaders' attendance at relevant meetings and engagement with the work of the committee relating to the code of conduct, training, complaints, and reporting against the annual survey of members. |
| 8. | Support any action taken by the Standards & Ethics Committee in relation to a Member found in breach of the Code; and work to implement any recommendations from the Committee about improving standards | | |
| 9. | Work together with other group leaders, within reason, to collectively support high standards of conduct within the Council and in public life generally | X | |
| 10. | Report any concerns about Members' behaviour which have not been remedied by informal actions, in line with the duty to report breaches of the Code of Conduct. | | |
| 11. | Any other steps (please outline any other steps taken) | | |

HAVE ALL YOUR GROUP MEMBERS COMPLETED ALL MANDATORY TRAINING?

| MANDATORY TRAINING (ALL MEMBERS) | YES / NO |
|--|-----------------|
| Code of Conduct | Yes |
| Information Governance and Data Protection | No |
| Supporting Equality | No |
| Corporate Parenting | No |
| Safeguarding | No |

| MANDATORY TRAINING (RELEVANT MEMBERS ONLY) | |
|--|-----|
| Cabinet Induction | N/A |
| Governance and Audit Committee Induction | Yes |
| Planning Committee Induction | Yes |
| Planning Committee for Members and Role of Committee | Yes |
| Public Protection Committee Induction | Yes |
| Licensing Committee Induction | Yes |

(If NO, please tell us how many Members have not completed all mandatory training, brief reasons and any action being taken to address this)

4 members have not completed some of the mandatory training. This is in part due to childcare and work commitments clashing with the sessions provided.

As above, training is frequently raised at group meetings by Whips, in addition to correspondence via email about training requirements. Whips will contact individual members where training has not been completed.

PLEASE TELL US IF THERE ARE ANY OUTSTANDING ISSUES OR CONCERNS YOU WISH TO RAISE WITH THE STANDARDS & ETHICS COMMITTEE:

WOULD YOU LIKE THE OPPORTUNITY TO DISCUSS ANY MATTERS INFORMALLY AND PRIVATELY WITH THE COMMITTEE? NO

WHAT, IF ANY, TRAINING HAVE YOU UNDERTAKEN TO SUPPORT THE DISCHARGE OF YOUR GROUP LEADER DUTIES IN RELATION TO STANDARDS OF CONDUCT?

None specifically, but I have 12 years' previous experience as Liberal Democrat Group leader from 2000-2012. I also previously served as a member of the council's Corporate Governance Commission.

PLEASE TELL US IF THERE IS ANY FURTHER TRAINING YOU WOULD FIND HELPFUL TO ASSIST YOU TO DISCHARGE THESE DUTIES?

Not that I am aware of.

Thank you!