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14 December  
2017

**Name of Cabinet Member:**

N/A- Ethics Committee

**Director Approving Submission of the report:**

Deputy Chief Executive, Place

**Ward(s) affected:**

**Not applicable**

**Title:**

Work Programme for the Ethics Committee 2017/18

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**Is this a key decision?**

No

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**Executive Summary:**

This report summarises the agreed programme of work for the Ethics Committee for the Municipal Year 2017/18. The Committee is asked to consider the approved work programme and make any suggestions for additional or alternative reports.

**Recommendations:**

The Ethics Committee is recommended to review the work programme attached as Appendix 1 and make any changes or amendments the Committee considers appropriate.

**List of Appendices included:**

Work programme

**Other useful background papers:**

None

**Has it been or will it be considered by Scrutiny?**

No

**Has it been or will it be considered by any other Council Committee, Advisory Panel or other body?**

No

**Will this report go to Council?**

No

## **Report title: Draft Work Programme 2017/18**

### **1. Context (or background)**

- 1.1 The Committee's Terms of Reference are set out in the Council's Constitution and include the consideration of matters which are relevant to the ethical governance of the Council, its members or employees. This report attaches the approved programme of work for the Committee, designed to assist the Committee to meet its objectives set out in the Terms of Reference, and to ensure that the Council complies with its obligations under section 27 of the Localism Act 2011 to promote and maintain high standards of conduct amongst elected and co-opted members.
- 1.2 The Committee's work programme takes account of the need to promote standards and addresses this in a number of ways. It is flexible in terms of suggestions from members of the Ethics Committee as to additional or substitute areas which they would want to consider and receive reports on. However, certain items have been included which will help the Committee focus on its key aim to promote high standards of conduct for all members and employees of the Council.

### **2. Options considered and recommended proposal**

- 2.1 The Committee's approved work programme for the rest of the municipal year is attached at Appendix 1. The programme includes regular items as well as one standalone report on a proposed Monitoring Officer Protocol which was originally agreed to be considered at this meeting. With the agreement of the Chair, this has been moved to the March 2018 meeting. In addition, a further item has been added in connection with an ongoing officer review of the Code of Good Practice for Members and Employees Dealing with Planning Matters. Any changes to this Code will also be considered by the Planning Committee as well as going through the normal process for changes to the Constitution.
- 2.2 Finally, an item has been added to the March meeting of the Committee to consider any consultation on standards in local government which may be issued by the Committee on Standards in Public Life. Depending on when the consultation is published, and the timescales for responding, it may not be possible to bring any proposed responses to the Committee.
- 2.3 The Committee is asked to review the work programme and consider whether it would wish to receive reports on any other items of interest to the Committee and within its terms of reference.

### **Recommendation**

- 2.3 The Ethics Committee is recommended to review the work programme attached as Appendix 1 and make any changes or amendments the Committee considers appropriate.

**3. Results of consultation undertaken**

None

**4. Timetable for implementing this decision**

4.1 Not applicable

**5. Comments from Deputy Chief Executive, Place**

**5.1 Financial implications**

There are no specific financial implications arising from the recommendations within this report.

**5.2 Legal implications**

There are no specific legal implications arising from this report, as there is no statutory obligation on the Committee to adopt a work programme. However, the Council must comply with its obligations under section 27 of the Localism Act 2011 and the continuation of a clear programme of work would assist in compliance for the Council as a whole, in its duty to promote high standards of ethical conduct.

**6. Other implications**

None

**6.1 How will this contribute to achievement of the Council's key objectives / corporate priorities (corporate plan/scorecard) / organisational blueprint / Local Area Agreement (or Coventry Sustainable Community Strategy)?**

Not applicable.

**6.2 How is risk being managed?**

There is no direct risk to the organisation as a result of the contents of this report.

**6.3 What is the impact on the organisation?**

The work programme will facilitate the promotion of high standards amongst elected members in accordance with the Localism Act.

**6.4 Equalities / EIA**

There are no public sector equality duties which are of relevance at this stage.

**6.5 Implications for (or impact on) the environment**

None

**6.6 Implications for partner organisations?**

None at this stage

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Barry Hastie	Director of Finance and Corporate Services	Place	21.11.17	21.11.17
Martin Yardley	Deputy Chief Executive Place	Place	21.11.17	23.11.17
Cllr Walsh	Chair: Ethics Committee		24.11.17	1.12.17

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**Appendix 1**

**Work Programme for the Municipal year 2017/2018**

<b>Meeting no. and date</b>	<b>Topics</b>	<b>Verbal or written</b>	<b>Lead officer</b>
<b>2017/18</b>			
<b>1. December 2017</b>			
	Monitoring Officer/Code of Conduct/ Members Complaints Update	Written	Julie Newman
	Standards in Public Life- update from national body usually published in August each year	Written	Julie Newman
	Annual review of Parish Councils ethical standards regime	Written	Julie Newman
	Work Programme	Written	Julie Newman
<b>2. March 2018</b>			
	Monitoring Officer/Code of Conduct/ Members Complaints Update.	Written	Julie Newman
	Monitoring Officer Protocol	Written	Julie Newman
	Review of Standards in Local Government: CPSL consultation paper	Written	Julie Newman
	Officers Gifts and Hospitality- Inspection of Registers for last 6 months of 2017	Written	Julie Newman
	Members Gifts and Hospitality - Inspection of Registers for last 6 months of 2017	Written	Julie Newman
	Review of the Code of Good Practice for Members and Employees Dealing with Planning Matters	Written	Julie Newman
	Work Programme	Written	Julie Newman