

---

30 September 2021

**Name of Cabinet Member:**

N/A- Ethics Committee

**Director Approving Submission of the report:**

Director of Finance and Corporate Services

**Ward(s) affected:**

**Not applicable**

**Title:**

Work programme for the Ethics Committee 2021/22

---

**Is this a key decision?**

No

---

**Executive Summary:**

This report sets out the previously approved work programme for the Committee for the remainder of the Municipal Year 2021/22. The Committee is asked to consider the 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:**

Approved 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: Work Programme 2021/22**

### **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 previously 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.

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

- 2.1 The work programme was approved by the Committee at its meeting on 4 March 2021. The Committee is asked to consider whether there are any other matters that they would want to consider during the year or items that they would want to defer.
- 2.2 With the agreement of the Chair, the report on the Review of Guidance on Declaration of Interests has been moved to the December meeting. This is to give more time to assess the issues that members may have with the modified rules and to tie in with the general review of the operation of the new Code, which is also scheduled to be considered in December. The report on Employee Values which was due to be considered at the December has been brought forward to this meeting. These changes have been incorporated into the ongoing work programme.
- 2.3 Officers will also monitor and report on any legislative changes arising from the CSPL's report and recommendations of January 2019.

#### **2.4 Recommendation**

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 Director of Finance and Director of Law and Governance**

- 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?**

If implemented, 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

**Report author(s): Carol Bradford**

**Name and job title:** Corporate Governance Lawyer, Regulatory Team, Legal Services

**Directorate:** Law and Governance

**Tel and email contact:** 024 7697 7271 [carol.bradford@coventry.gov.uk](mailto:carol.bradford@coventry.gov.uk)

Enquiries should be directed to the above person.

<b>Contributor/approver name</b>	<b>Title</b>	<b>Directorate or organisation</b>	<b>Date doc sent out</b>	<b>Date response received or approved</b>
<b>Contributors:</b>				
Suzanne Bennett	Governance Services Officer	Law and Governance		21.09.21
<b>Names of approvers for submission:</b> (officers and members)				
Finance: Graham Clark	Lead Accountant	Finance	03.09.21	07.09.21
Legal: Julie Newman	City Solicitor and Monitoring Officer	Law and Governance	27.08.21	03.09.21
Cllr Walsh	Chair: Ethics Committee		17.09.21	21.09.21

This report is published on the council's website:  
[www.coventry.gov.uk/councilmeetings](http://www.coventry.gov.uk/councilmeetings)

## Appendix 1

### Work Programme for the Municipal Year 2021/22

Meeting no. and date	Topics
<b>2021/22</b>	
<b>1. 1 July 2021</b>	
	Monitoring Officer/Code of Conduct/ Members Complaints Update.
	Annual Report of the Committee *
	Review of Complaints Protocol*
	Work Programme 2021/22
	<i>NB Items marked with a * have been moved to the 30 September meeting</i>
<b>2. 30 September 2021</b>	
	Monitoring Officer/Code of Conduct/ Members Complaints Update.
	Officers Gifts and Hospitality -Inspection of Registers for first 6 months of 2021.
	Members Gifts and Hospitality -Declarations for first 6 months of 2021.
	Update on Employee Values
	Work Programme 2021/22
<b>3. 9 December 2021</b>	
	Monitoring Officer/Code of Conduct/ Members Complaints Update.
	Review of Operation of Code of Conduct for Elected and Co-opted Members
	Review of Guidance on Declaration of Interests
	Local Government Ombudsman Annual Report
	Committee on Standards in Public Life Annual Report
	Civility in Public Life and Intimidation in Public Life
	Work Programme 2021/22
<b>4. 10 March 2022</b>	
	Monitoring Officer/Code of Conduct/ Members Complaints Update.
	Officers Gifts and Hospitality -Inspection of Registers for last 6 months of 2021.
	Members Gifts and Hospitality -Declarations for last 6 months of 2021.

