

# Standards Committee Work Programme 2010/2011

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- ✧ **Encourage Members and Officers to put high ethical standards at the heart of their work;**
  - ✧ **Promote current high standards of professionalism and make high ethical standards central to the objectives, behaviours and culture of the Authority and encourage proactive leadership of these themes by members and officers.**
    - ✧ A 'tag line' decided by the Standards Committee will be added to all strategic documents issued by the Council. A suggested 'tag line' is 'Torbay Council recognises the importance of high standards of conduct and ethics from its politicians and officers. The Council strives to ensure that its politicians and officers maintain these standards when representing the Council and the people of Torbay'
    - ✧ Continue monitoring and feedback reporting on member meetings
    - ✧ The programme for the Council's meetings over the coming year will be provided to each of the independent members of the Standards Committee. The independent members are asked to let Lisa Warrillow know as soon as possible either what meetings they are likely to be available for or what meetings they are definitely not available. Lisa will then produce a list of meetings to be monitored and the independent members who will be asked to attend those meetings. No independent member will be expected to attend more than 3 meetings over the course of the year. The total number of meetings to be attended by independent members will be as follows:-
      - Planning – 3 out of 12
      - Licensing – 1 out of 3 'full meetings' and 2 meetings of its sub-committees
      - Overview and Scrutiny – 3 out of 12
      - Full Council – 2 out of 5
      - Torbay Strategic Partnership – 1 meeting
      - Brixham Town Council - 2 or 3 meetings over the course of the year
      - Harbour Committee – 1 meeting

If particular problems are identified at any meetings independent members may be asked to attend the immediately subsequent meetings if considered necessary. It is suggested that a box be added the end of the form to be completed by independent members monitoring meetings to request with reasons that the subsequent meeting should also be monitored

  - ✧ It is intended that all reports from independent members will be released to the press whether requested or not. The names of the independent members who completed the reports will be removed from them before they are released.

<ul style="list-style-type: none"> <li>✧ <b>Increasing Trust in Local Democracy;</b></li> <li>✧ <b>Encourage the publication of internal and external communications which promote the value of high ethical standards,</b> <ul style="list-style-type: none"> <li>✧ Independent members reports on meetings will be released to the press and to the elected members of the Council</li> <li>✧ Independent members will be asked to ask members of the public present at the meetings they are monitoring about their opinions of the meeting. A questionnaire will be provided and members of the Standards Committee are asked to provide ideas for the questions that should be asked on such a questionnaire</li> </ul> </li> <li>✧ <b>Inform the public and external organisations of the Principles of Good Conduct in Public Life and demonstrate how the Council complies with them,</b> <ul style="list-style-type: none"> <li>✧ Further articles will be provided to Torbay View and The Info promoting the work that the Standards Committee undertakes</li> <li>✧ The Committee will seek to consult with local communities and organisations on their perceptions of ethical standards in the Authority and how public trust can be improved.</li> <li>✧ Letters will be sent by the chair of the Standards Committee to the heads of partner organisations on the TSP introducing himself and promoting the work that the Standards Committee undertakes and asking for suggestions on who the Council may be able to improve public trust in it</li> </ul> </li> </ul>						
<ul style="list-style-type: none"> <li>✧ <b>Promoting Effective Governance of Partnerships</b></li> <li>✧ <b>The Committee will carry out a programme of visits to partner organisations to assist with, and learn from, practices and ideas on how transparency, integrity and accountability can be improved and public trust enhanced.</b> <ul style="list-style-type: none"> <li>✧ Anthony Butler is to speak with his counterpart at Plymouth City Council to see if their standards committee would like to meet to discuss issues they have faced</li> <li>✧ Anthony Butler will provide the Standards Committee and future meetings real case studies or investigations he has performed for other local authorities</li> <li>✧ The Committee will engage with other local organisations to promote ways of publicising clearly and comprehensively the range of governance arrangements in the Bay in order to promote transparency and accountability.</li> <li>✧ As stated above the Chairman will be asked to send letters out to the heads of organisations present at the Torbay Strategic Partnership to ask for their views on the governance arrangements in Torbay and how transparency and accountability can be improved</li> <li>✧ The Committee will endeavour to promote the values inherent in the Code of Conduct and the Statutory General Principles of Conduct amongst other organisations in the Bay.</li> <li>✧ As stated above requests will be made for the 'tag line' to be added to documents going out to the public from the Council</li> </ul> </li> </ul>						