



North Tyneside Council

Friday, 8 November 2019

Standards Committee

Thursday, 14 November 2019 0.01 Chamber - Quadrant, The Silverlink North, Cobalt Business Park, North Tyneside, NE27 0BY **commencing at 6.00 pm.**

Agenda Item		Page
1.	<p>Apologies for Absence</p> <p>To receive apologies for absence from the meeting.</p>	
2.	<p>Appointment of Substitute Members</p> <p>To be notified of the appointment of any Substitute Members.</p>	
3.	<p>Declarations of Interest and Dispensations</p> <p>You are invited to declare any registerable and/or non-registerable interests in matters appearing on the agenda, and the nature of that interest.</p> <p>You are also invited to disclose any dispensations in relation to any registerable and/or non-registerable interests that have been granted to you in respect of any matters appearing on the agenda.</p> <p>Please complete the Declarations of Interests card available at the meeting and return it to the Democratic Services Officer before leaving the meeting.</p>	
4.	<p>Minutes</p> <p>To confirm the minutes of the Standards Committee meeting held on 11 July 2019.</p>	
5.	<p>Member Development - Monitoring and Recording Mandatory Training</p> <p>To consider a report on Member Development.</p>	5 - 6
6.	<p>Standards Committee Action Plan/Work Programme 2019-20</p>	7 - 10

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Agenda Item		Page
	To consider the Action Plan/Work Programme 2019/20 of the Standards Committee for the year up to 31 March 2020.	

Circulation overleaf ...

Members of the Overview, Standards Committee

Councillor Sean Brockbank
Councillor Sandra Graham
Councillor Carl Johnson
Councillor Frank Lott
Councillor Martin Rankin (Chair)

Councillor Brian Burdis
Councillor Janet Hunter
Councillor Karen Lee (Deputy Chair)
Councillor Bruce Pickard

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Standards Committee

Thursday, 11 July 2019

Present: Councillor M Rankin (Chair)
Councillors S Brockbank, B Burdis, S Graham,
C Johnson, K Lee and B Pickard

Apologies: Councillors Janet Hunter and F Lott

SC119 Appointment of Substitute Members

There were no substitute members.

SC219 Declarations of Interest and Dispensations

There were no declarations of interest or dispensations reported.

SC319 Minutes

Resolved: That the minutes of the previous Standards Committee meeting held on 20 March 2019 be confirmed and signed by the Chair.

SC419 Standards Committee Action Plan/Work Programme 2019-20

The Committee considered the action plan/work programme for the year up to 31 March 2020.

It was noted that a review of the constitution is under way and this will include reviewing the code of conduct for Members. The review will incorporate consideration of the recommendations arising from the review of the Committee for Standards in Public Life's report on Government Ethical Standards to identify where the Authority is already meeting best practice and where there are areas where arrangements could be improved. Any changes would be reported to this Committee before being reported to the Constitution Task Group and Full Council for agreement.

It was also noted that the Monitoring Officer is considering the Authority's Local Arrangements for dealing with Complaints under the Code of Conduct, with a view to identifying ways to filter out frivolous complaints earlier in the process and reduce the burden on officer time. This could involve strengthening the powers of the Monitoring Officer as part of the initial assessment process. Any changes would be developed in consultation with this Committee.

Members noted that a number of complaints are related to social media. It was suggested that more training should be provided to Members on the use of social media.

Members raised an issue about declarations of interest in relation to their membership of

other bodies. It was noted that there was growing complexity around this issue with many members appointed to regional and national bodies outside of the Council and it can be unclear which code of conduct applies in each circumstance. It was noted that officers are considering this. Members were advised to seek advice from officers if they have any queries about declarations of interest in these situations.

Members raised the issue of Member Training. It was requested that a report be provided to the next meeting on Member Training and whether Members are undertaking the required training in line with the constitution.

Resolved:

That the Work programme for 2019/20 be agreed;

That a report be submitted to the next meeting on Member Training, including statistical information on the number of Members who have completed training in line with expectations;

Mandatory Training – Committees

Applies to all appointed members or substitute members

Session	Year 1	Year 2, 3 & 4
Planning Committee Training	Workshop or E-learning	Competency Quiz
Regulation & Review Committee Training (including panels)	Workshop or E-learning	Competency Quiz
Licensing Committee Training (including panels)	Workshop or E-learning	Competency Quiz
Audit Committee	Workshop	Workshop

1.4 Access to learning and reminders

All elected members have a Learning Pool account (The Authority's online learning platform) which retains all training completions and details mandatory training for their role.

Elected members receive email notifications when mandatory training has been identified based upon annual committee appointments and when general mandatory training is due.

Following a recent upgrade to Learning Pool group leaders and deputies now have access to view training records/ completions for individual group members.

1.5 Training completions

Completion statistics (head count) as of 31st October 2019 are:

Mandatory Training – General

Course	Complete	Due for Renewal	Expired	Incomplete
Code of Conduct	40	3	12	6
Corporate Parenting	43	3	2	13
Equality & Diversity	37	0	1	23
Safeguarding and Sexual Exploitation	41	2	8	10

Mandatory Training – Committees

Course	Complete	Expired	Incomplete
Regulation and Review Committee	15	2	1
Licensing Committee	14	0	1
Planning Committee	11	0	0

A structured programme of member training for Audit Committee members is in development following a review of the committee's arrangements. This training will commence following consultation with the committee in November 2019.

North Tyneside Council Report to Standards Committee Date: 14 November 2019

Report from Service

Area: Law and Governance

Report Author: Bryn Roberts – Head of Law and Governance (Tel: 643 5339)

Wards affected: All

1.1 Purpose:

To advise the Committee of the action plan/work programme of the Committee for the year up to 31 March 2020.

1.2 Recommendation(s):

The Committee is requested to consider and note this report.

1.3 Information

1.3.1 The Standards Committee's Action Plan up to 31 March 2020

This Action Plan is monitored by the Committee at each meeting and the progress of the identified actions will be reported in the Committee's Annual Report to Council at the end of the municipal year.

The Standards Committee is responsible for the Authority's statutory duty to promote and maintain high standards of conduct by the Elected Mayor, Councillors and Co-opted Members.

Action	Why	By When	Progress/Action
Monitor the operation of the Members' Code of Conduct and undertake a review of the Committee for Standards in Public Life's report on Local Government Ethical Standards to identify where the Authority is already meeting best practice and where there are areas where the Authority's	To ensure that it is operating effectively	March 2020	The review of the Members' Code of Conduct is being undertaken as a part of the larger review of the Authority's Constitution

arrangements could be improved.			
To review the Authority's Local Arrangements for dealing with Complaints under the Code of Conduct.	To ensure that the Authority's Local Arrangements meet the requirements and expectations of the Members and the relevant legislation.	March 2020	As above.
To continue to develop an ongoing programme of meetings with invited guests, including the Elected Mayor, the Chief Executive, Senior Leadership Team, Group Leaders, the Chair and Deputy Chair of Council and the Chairs of the Overview and Scrutiny Committee and the Planning Committee and other Regulatory Committees.	To develop a dialogue between the Committee, and members and appropriate Officers relating to ethical governance and ethical standards.	Ongoing	To be arranged
Regional meeting of the Chairs and Deputy Chairs of Standards Committees and Independent Persons be arranged in consultation with other regional authorities	To provide an opportunity to share knowledge and best practice.	To be arranged in the course of the year.	To be arranged in consultation with Monitoring Officers in neighbouring authorities.
To review training available to all Council Members on ethical governance, ethical standards issues including arrangements with respect to the Code of Conduct; granting of dispensations, the use of Social Media and declaring interests.	To ensure all members receive information on ethical governance, ethical standards to minimise risk of unwitting breaches of the Code of Conduct.	By March 2020	Ongoing
To seek the further promotion with all Members of the Authority's e-learning	To assist all Member in the use of social media.	By March 2020	Ongoing

training on the use of social media.			
Continue production of Annual Standards Committee Report	Presentation of Annual Report of the work of the Committee during the previous 12 months.	By end of each municipal year.	Ongoing
To provide training to the Independent Persons on their role, this to include invitations to relevant training for Members.	To ensure that the Authority's Independent Persons understand their role in relation to ethical governance and the Code of Conduct for Members as well as the disciplinary procedures for Statutory Officers.	October 2019.	This will be arranged as soon as possible.
To update where necessary and recirculate the pocket guide to the Code of Conduct and the requirements in relation to interests to all Members.	To assist Members in how the Code of Conduct applies to them.	December 2019	Ongoing

1.4 Appendices:

None.

1.5 Contact officers:

Stephen Ballantyne, Legal Manager: Governance and Employment

(0191) 643 5329

1.6 Background information:

Code of Conduct for Members and Co-opted Members
The Localism Act 2011

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