

**TELFORD & WREKIN COUNCIL**

**STANDARDS COMMITTEE – 25 JUNE 2019**

**REVIEW OF TERMS OF REFERENCE**

**REPORT OF THE ASSISTANT DIRECTOR: GOVERNANCE,  
PROCUREMENT & COMMISSIONING**

**PART A) – SUMMARY REPORT**

**1. SUMMARY OF MAIN PROPOSALS**

- 1.1 To review and agree the Terms of Reference of the Committee and to receive an update on complaints received by the Monitoring Officer since the last Standards Committee meeting.

**2. RECOMMENDATION**

- 2.1 That the Committee review and agree the Terms of Reference as suitable and appropriate; and
- 2.2 That the Committee notes the update on training and complaints as detailed in this report.

**3. SUMMARY IMPACT ASSESSMENT**

<b>COMMUNITY IMPACT</b>	Do these proposals contribute to specific Priority Plan objective(s)?	
	Yes	The Committee is part of the Council's decision making framework and therefore contributes to all of the Council's priorities.
	Will the proposals impact on specific groups of people?	
	No	
<b>TARGET COMPLETION/DELIVERY DATE</b>	None.	
<b>FINANCIAL/VALUE FOR MONEY IMPACT</b>	No	The recommendations of this report will not have any financial implications.
<b>LEGAL ISSUES</b>	Yes	This report meets the statutory requirements relating to the Code of Conduct and ethical framework. The record of complaints reflects the formal written record of complaints received by the Monitoring Officer and, in accordance with the process are not closed unless and until they are discussed with the Council's Independent Person.

## **PART B) – ADDITIONAL INFORMATION**

### **4. INFORMATION**

- 4.1 To provide an update to the Committee on work undertaken in relation to the ethical framework and particularly issues relating to complaints received and training.

#### **Terms of Reference**

- 4.2 The existing terms of reference are attached at Appendix 1 to this report. There are no suggested amendments from officers at this stage however, a review proposed in the other report for members' consideration may well lead to some changes to the terms of reference.

#### **Training Update**

- 4.3 After elections held in May this year the Council is currently in the middle of comprehensive induction training for new and returning members. Unfortunately, time and resource did not permit the completion of on-line and video training to be in place for Councillors, at Town and Parish level and at Borough level post-election in time for induction of new Councillors.
- 4.4 However, there has been a very well received induction session on members' roles, interests and standards of behaviour presented by an experienced external provider, Bethan Evans, for Borough members. This was provided on the 18 June 2019 and was attended by 8 members. The level of attendance was disappointing but the session has been recorded and will be made available for members to view in their own time along with a copy of the slides accompanying the session.
- 4.5 The Monitoring Officer is also presenting a session for Town and Parish Councillors at Dawley House on 18 July 2019 at the request of Shropshire Association of Local Councils.

#### **Complaints**

- 4.6 Since the last update report to this meeting in February 2019 the Monitoring Officer has received just 1 complaint to a Parish Councillors, summarised details are as follows:

<b>Ref.</b>	<b>Date</b>	<b>Council</b>	<b>Referral</b>	<b>Details</b>	<b>Current status</b>
33	Feb 19	Parish Council	No	Alleged data breach	Closed – February 2019

## **5. PREVIOUS MINUTES**

- 5.1 Standards Committee – 5 February 2019.

## **6. BACKGROUND PAPERS**

- 6.1 None

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