

**Standards Committee**

**14 November 2019**

Present: Councillor M Rankin (Chair)  
Councillors B Burdis, S Graham, Janet Hunter, K Lee, F Lott, B  
Pickard

Also in Attendance: Dr S Green, Independent Person

**SC06/11/19 Apologies for Absence**

Apologies for absence were received on behalf of Councillors S Brockbank, S Graham and C Johnson.

**SC07/11/19 Appointment of Substitute Members**

Councillor J O'Shea for Cllr S Graham

**SC08/11/19 Declarations of Interest and Dispensations**

There were no declarations of interest or dispensations reported.

**SC09/11/19 Minutes**

**Resolved:**

That the minutes of the previous Standards Committee meeting held on 11 July 2019 be confirmed and signed by the Chair subject to the agreed correction to the attendee list.

**SC10/11/19 Member Development – Monitoring and Recording Mandatory Training**

The Committee considered the report which advised the committee on the completion of elected member mandatory training. It was noted that around two thirds of members had completed general mandatory training and most members had completed the training required to sit on regulatory committees where this applies to them.

It was noted that a structured programme of member training for Audit Committee members is in development following a review of the committee's arrangements.

Members highlighted that some members may not be confident about accessing the e-learning modules and that it might be helpful to offer one-to-one support to complete e-learning modules as appropriate.

It was suggested that group leaders should be approached to raise the matter with individual members who have not completed the necessary training, with a view to ensuring all members are trained before March 2020. A further report should be submitted to the Committee after this date.

It was **agreed** that:

- Members be offered one-to-one support in relation to e-learning modules as required;
- Group leaders to be provided with information on individual members with mandatory general or committee training outstanding, and to be asked to encourage members to complete this training by the end of February 2020.
- That a further report be submitted to the Committee after this date.

**SC11/11/19 Standards Committee Action Plan/Work Programme 2019-20**

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

There was some discussion about the action plan item on invited guests. Members were asked for their view on whether to continue with this programme as part of the action plan. It was suggested that it would be interesting to hear from Chairs of the regulatory committees, particularly the Planning Committee, following recent changes, including changes to training for members of the Planning Committee.

It was noted that there are plans to arrange a regional meeting and this is being arranged with other monitoring officers across the region.

It was noted that a Code of Conduct training session had been held in October and this had been modified to include an element on Social Media. Feedback from members who had attended the training had been positive and it was suggested that the information about social media had been a useful addition and should be continued.

It was noted that training for Independent Persons was likely to be arranged on a one-to one basis.

It was **agreed** that:

The Chair of Planning Committee, Cllr Lott, be invited to provide information to the next meeting of the Committee on ethical governance and ethical standards in relation to the Planning Committee.

Signed by: -----

Date: -----

Cllr M Rankin, Chair of the Standards Committee