

ETHICAL LIAISON MEETING

27TH JUNE 2022

NOTES OF MEETING

1. Notes of previous meeting
 - a. The notes were agreed
 - b. All actions have been completed except meeting with group leaders and subsequent training for officers which can proceed now the elections are over

2. Reporting Duty
 - a. Group leaders are subject to two new statutory duties:
 - i. To promote good standards of behaviour amongst their group members
 - ii. To co-operate with the Standards Committee
 - b. Group leaders could be deemed to be bringing their office into disrepute under the councillors' code of conduct by not fulfilling the duties;
 - c. The Standards Committee is under a duty to prepare an annual report in which it must comment on levels of compliance with these new duties;
 - d. The guidance issued by WG in relation to the new duties suggests the steps that could be taken by Group Leaders to fulfill these obligations;
 - e. Group Leaders already take some steps to prevent matters escalating/nip issues in the bud. These are informal & confidential and so should not be publicly or individually reported;
 - f. The MO has drafted a template based on the examples in the guidance to prompt group leaders on the matters to be covered in their reports;
 - g. So that the Standards Committee retains independence from operational matters it will ask Group Leaders to report once per year. However, if there are matters of importance during the year these can be reported to the Monitoring Officer who will inform the committee or which might be raised by the Committee seeking assurance from Group Leaders;
 - h. Group Leaders will prepare their report in time for the May meeting of the Standards Committee;
 - i. The report will not mention specific cases and will refer to the type of actions undertaken;
 - j. The Committee will meet with each group leader in private to explore their report. The Committee may also seek the view of the Monitoring Officer ;
 - k. The Standards Committee annual report will then contain a short summary of steps taken to fulfill the duty, its opinion on whether sufficient has been done, and any future pieces of work that might be undertaken etc.
 - l. The Committee's annual report will be submitted to full council at the meeting following the AGM (typically in June or July)

Promoting Compliance With the Code of Conduct

Report by:					
Political Group:					
No. of members:		No. trained on Code:	X (Y%)		
For the period:					
<u>Number, Source and Level of Complaints</u>					
	Informal	Local Resolution (Stage)			PSOW
		1	2	3	
Public					
Officers					
Councillors					
<u>Steps taken to Promote Compliance</u> <u>(To Be Completed by Group Leader)</u>					
Include matters such as:					
<ul style="list-style-type: none"> - demonstrating personal commitment to and attending relevant development or training around equalities and standards; - encouraging group members to attend relevant development or training around equalities and standards; - ensuring nominees to a Committee have received the recommended training for that Committee; 					

- promoting civility and respect within group communications and meetings and in formal Council meetings;
- promoting informal resolution procedures in the Council, and working with the Standards Committee and monitoring officers to achieve local resolution;
- promoting a culture within the group which supports high standards of conduct and integrity;
- attend a meeting of the Council's Standards Committee if requested to discuss Code of Conduct issues;

- work to implement any recommendations from the Standards Committee about improving standards;
- work together with other group leaders, within reason, to collectively support high standards of conduct within the Council.