

ETHICAL GOVERNANCE FRAMEWORK MONITORING

Report of the County Solicitor

Recommendation: that the report be noted.

1. The Standards Committee agreed previously that the independent, co-opted, members of the Committee should attend meetings of the Council, the Cabinet and Committees on an ad-hoc basis to observe and monitor compliance with the Council's ethical governance framework, in line with the agreed protocol.
2. Members have, since the report to the previous meeting, attended the following meetings and their views/feedback are summarised below.

Meeting		Co-opted Member/Observer
DAWRACC	21 October 2014	Mrs Mayes
Health & Wellbeing Board	15 January 2015	Mrs Saltmarsh
Cabinet	11 March 2015	Mrs Saltmarsh
Health & Wellbeing Board	11 June 2015	Mr Sullivan

3. The following table summarises feedback received from Members on a number of general issues common to all meetings

Observations:	<i>1 = Very Poor and 5 = Very Good</i>				
	1	2	3	4	5
Punctuality and Attendance of Members		✓		✓	✓✓
Appearance and presentation			✓	✓	✓✓
Speeches: clear, relevant, understandable, audio levels, use of microphones etc.,			✓	✓✓✓	
Use of appropriate language				✓	✓✓✓
Members' Conduct & Behaviour					✓✓✓✓
Clear identification and declaration of interests					✓✓
Effective Chairmanship/conduct of meeting				✓✓✓	✓
Adherence to Agenda				✓✓✓	✓

Listening and responding to advice (from Officers)				✓✓	✓
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4. While there were a number of other issues raised by independent, co-opted members as part of their observations, as set out below, there were no reports of any specific actions or behaviors that might be felt to have resulted in a potential breach of the Code or warranted further action. In relation to the specific issues raised at one meeting highlighted below, I will ensure that colleagues are reminded of the need to ensure presentations are legible and that Members equally are reminded about prompt attendance and use of nameplates.
5. Specific observations by the independent co-opted members were that:
 - orderly and well run meetings with proper procedures and process adhered to;
 - published documentation (agenda & reports) clear and concise, aiding the Committee's deliberations
 - comments and questions raised at meeting dealt with properly and appropriately;
 - albeit possibly an isolated occurrence and inconsistent with other meetings a number of members arrived late at a meeting without any valid explanation; members present did not use nameplates provided and/or failed to introduce themselves when speaking and a power point type presentation made at this particular meeting was of poor visual quality and omitted a number of 'slides';
 - the absence of significant parties or contributors can call into question the effectiveness of a body's deliberations and all relevant agencies should be urged to ensure attendance where appropriate ;
 - the use of christian names by members of a committee when addressing or referring to other members or officers is not good practice; members of the public present or watching through the webcast may not be so familiar with who may sitting around the table!
6. The latter point could usefully be reiterated at the next Members Learning & Development Session on 23 July 2015 and in respect of the penultimate observation, steps have been taken to remind organisations accordingly.
7. This Report has no specific equality, sustainability, legal or public health implications that have not already been assessed and appropriate safeguards and/or actions taken or included within the detailed policies or practices or requirements relating to the conduct of meetings, to safeguard the Council's position.

JAN SHADBOLT

[Electoral Divisions: All]

Local Government Act 1972: List of Background Papers

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<u>Background Paper</u>	<u>Date</u>	<u>File Reference</u>
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Nil