

<b>LGA RECOMMENDATION</b>	<b>ACTIONS TAKEN - REPORTED TO COMMITTEE IN JULY 2015</b>	<b>FURTHER ACTIONS TAKEN</b>
<p>Develop a protocol so that the Chief Executive and his officers at all levels can and should challenge unreasonable behaviours of Members as and when they occur.</p>	<p>The Council at the AGM on 21 May 2015 adopted a new Member/Officer Protocol which incorporates provisions which allow Officers to challenge unreasonable Member behaviours.</p> <p>The Protocol has been rolled out to managers for them to cascade to their teams.</p> <p>Members were made aware of the protocol as part of the induction training.</p>	<p>None.</p>
<p>Consider new opportunities for Group Leaders to meet, outside of Full Council meetings.</p>	<p>The Leader of the Council has written to the Group Leaders inviting them to a meeting in September 2015.</p>	<p>The Group Leaders have met on a number of occasions.</p> <p>The meeting is to become the “Cross Party Update Meeting” to also enable the single unaligned Member to attend. The group will meet every three months with additional meetings as required.</p> <p>A meeting of the group is due to take place on 7 March and will consider (and adopt if agreed) a Terms of Reference which establishes the purpose of the meeting and who is to attend.</p>

<p>Remind Group Leaders of their responsibilities in ensuring their Members behave courteously and reasonably to Officers.</p>	<p>Elements of this were incorporated into the induction training.</p> <p>It is intended that the role of Group Leaders in respect of ethical conduct will be discussed as part of the Group Leaders Meetings.</p>	<p>The draft Terms of Reference for the Cross Party Update Meeting provides for an informal opportunity to discuss and monitor the ethical conduct of Members.</p>
<p>Review the local Code of Conduct.</p>	<p>The Council adopted a revised Code of Conduct at the AGM on 21 May 2015.</p>	<p>None</p>
<p>Consider a local sanctions approach.</p>	<p>Following considerable research the Standards and Personnel Appeals Committee recommended that the Council did not change the sanctions previously approved. Council agreed with this recommendation.</p>	<p>No further changes are recommended at this time. To be kept under review.</p>
<p>Introduce regular compulsory training for all Members on the local Code of Conduct.</p>	<p>Mandatory training on the Code of Conduct took place on 14 May 2015. 31 Members attended the training. A mop up session will be organised to train the 4 Councillors who were unable to attend.</p> <p>The revised Code of Conduct deals in detail with mandatory training and the consequence of failing to attend.</p> <p>Induction training, some of which is mandatory (eg. Equalities), is ongoing.</p>	<p>A further update report regarding training was presented to the Committee in October 2015.</p> <p>The Council approved the Committee's recommendation to amend the Code of Conduct to identify Safeguarding training as mandatory.</p> <p>A report was taken to the Group Leaders (now Cross Party Update Meeting) on 12 November 2015. They confirmed that training sessions</p>

		with low confirmed attendance (below 10) should generally be cancelled – this has occurred on two occasions since. The Group Leaders have also asked that a link between attendance at training and an element of the Member's Allowance be explored as part of the review of allowances.
Clarify the arrangements for Members' access to information to ensure that reasonable expectations are met.	Access to Information rules and processes are detailed (including a flowchart) in the Member/Officer Protocol which was approved at the AGM on 21 May 2015.	None
Revisit the composition of the Standards and Personnel Appeals Committee and consider whether perceptions of greater impartiality would be achieved by an independent external chair or vice-chair	<p>At the AGM on 21 May 2015 the Council approved the appointment of 2 Co-opted Members to the Standards and Personnel Appeals Committee and arrangements for their appointment.</p> <p>The Standards and Personnel Appeals Committee did not recommend their appointment as committee chair/vice-chair due to the fact that co-optees are unable to vote.</p>	<p>A recruitment process took place during September/October 2015. Unfortunately no applications were received.</p> <p>The Committee on 11 January 2016 confirmed that a further process should be run. Preparations are underway for interviews to take place on 7 April in the event that suitable applications are received.</p>

<p>Ensure there is clarity about Standards and Personnel Appeals Committee processes and that it is understood that these processes are equally applicable to all Members.</p>	<p>The Complaints and Hearing procedures were reviewed and revised versions were approved at the AGM on 21 May 2015.</p>	<p>None</p>
<p>Speed up the process of investigating complaints against Members and ensure that timescales are communicated to Members.</p>	<p>The Complaints and Hearing procedures were reviewed and revised versions were approved at the AGM on 21 May 2015. Timescales were introduced as part of these revised processes.</p>	<p>None</p>