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| MEEETING | Standards Committee |
| DATE | 9 July 2018 |
| TITLE | Self Assessment and Work Programme |
| AUTHOR | Monitoring Officer. |

1. There are two aims in this report namely undertake a assessment of the work and outcomes of the Committee for 2017-18 and consider a draft work programme for 2018-19
2. The terms of reference of the Standards Committee has been established through statute in the Councils Constitution and it is timely that that the Committee perhaps considers them anew at the beginning of a new term so as to prepare a work plan for the year..
 - (a) promoting and maintaining high standards of conduct by Councillors and co-opted Members of the Authority;
 - (b) assisting the Councillors and co-opted Members to observe the Members' Code of Conduct;
 - (c) advising the Council on the adoption or revision of the Members' Code of Conduct;
 - (d) monitoring the operation of the Members' Code of Conduct;
 - (e) advising, training or arranging to train Councillors and co-opted Members on matters relating to the Members' Code of Conduct;
3. The Committee members are asked to consider the functions listed in the first column and then note which assessment they believe is relevant, using the following categories :

Category 1 – That the Committee has made significant progress in achieving the function or in the case of specific tasks that the need to act has not arisen.

Category 2 – That the Committee has substantially implemented the function.

Category 3 – That the Committee has acted in the function but there is a need to give further attention.

Category 4 – There is no evidence that the Committee has actioned the function and there is a basis for concluding that the area needs attention.

4. It is necessary to note the evidence which supports the category which the Committee awards. The column "Evidence" shows some examples of evidence, but it is possible that the Committee members are able to add to it.
5. By assigning a category to each function and noting the evidence, it is possible for the Committee to come to a conclusion regarding which further steps they need to take (if any). The last column contains some suggestions for further steps. These are the matters which will be fed through to the Committee work programme in the future.

6. Appendices

In Appendix 1 there is a draft self assessment for the committees consideration

In Appendix 2 the 2017-18 Work Programme and an assessment of achievement.

In Appendix 3 a draft work programme for 2018-19

RECOMMENDATION

The Committee is asked to undertake a self assessment of its performance in 2017-18 and approve the work programme for 2018-19