

Committee:	Date:
Standards Committee	2 nd October 2015
Subject: Revised Guidance to Members re: Code of Conduct	Public
Report of: The Comptroller and City Solicitor and the Town Clerk	For Decision
Summary	
<p>At a special meeting of the Standards Committee held on 1st July 2015, Members took the opportunity to review and refine the existing Guidance to Members on the Code of Conduct.</p> <p>It was felt that it was timely to undertake such a review following discussions which had taken place at an informal meeting between the Standards Committee and the Chairman of the Policy and Resources Committee (also held on 1st July 2015).</p> <p>Recommendations: That Members of the Standards Committee -</p> <ul style="list-style-type: none"> i. consider and comment on the revised <i>Guidance to Members</i> in respect of the Members' Code of Conduct; and ii. subject to the inclusion of any additional points, approve the revised <i>Guidance to Members</i> so this can be re-circulated to all Members of the Court of Common Council for information. 	

Main Report

Background

1. Following a request from the Standards Committee, the Chairman of the Policy and Resources Committee agreed to meet with Members informally to discuss his approach to the declaration of gifts and hospitality whilst in office.
2. The informal meeting took place on 1st July 2015. During the course of discussions it became apparent that there were still some outstanding issues regarding the interpretation of the Guidance to Members which accompanied the Code of Conduct and it was suggested that, in light of this, the Standards Committee should revisit the documentation issued.
3. Immediately after the informal meeting, a special meeting of the Standards Committee took place where Members took the opportunity to review the Guidance to Members, in particular Paragraphs 19-27.

Current Position

4. In accordance with the points raised at the 1st July 2015 meeting, a revised Guidance to Members document is now attached for Committee approval.
5. As suggested at the informal meeting on 1st July 2015, the Chairman of the Policy and Resources Committee has been given sight of the draft documentation and his comments are incorporated. The three Deputy Chairmen of the Policy and Resources Committee and the Chairman of the General Purposes Committee of Aldermen were also sighted on the document but had no comment.

Conclusion

6. Following a review of the existing Guidance to Members at a special meeting of the Standards Committee the Chairman requested that Officers work up a new draft of the document to reflect the views of Members for submission to the Committee at their October meeting.

Background Papers:

- Minutes of the meetings of the Standards Committee on 1st July 2015.

Appendices

- **Appendix 1** – Revised guidance for Members' (Code of Conduct)

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