

Standards Committee
04/03/2024

Subject

TOWN AND COMMUNITY COUNCIL CODE OF CONDUCT DATA GATHERING EXERCISE

Purpose:

To agree the arrangements for the 2024 code data gathering exercise.

Recommendations / key decisions required:

To agree the data to be gathered and the way the exercise is to be conducted.

Reasons:

The committee has conducted this exercise for a number of years.

Cabinet Decision Required NO

Council Decision Required NO

CABINET MEMBER PORTFOLIO HOLDER:- Not applicable

Directorate: Chief Executives

Designations:

Tel: 01267 224018

Name of Head of Service:

Email addresses:

Linda Rees-Jones

Head of Administration
and Law

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Report Author:
Robert Edgecombe

Legal Services Manager

**EXECUTIVE SUMMARY
STANDARDS COMMITTEE
04/03/2024**

**TOWN AND COMMUNITY COUNCIL CODE OF CONDUCT DATA
GATHERING EXERCISE**

For several years, the Standards Committee has conducted a data gathering exercise regarding code of conduct compliance by Town and Community Councillors.

The 2023 exercise included questions about Town and Community Council training plans as well as the usual questions regarding declarations of interest and code of conduct training.

Information gathered as part of the exercise is combined with other data regarding code of conduct complaints and dispensation requests and presented in a report to the committee later in the year.

The 2023 exercise saw the first use of Snap-survey software to both capture the data and present it in graph and table form. Overall, this approach seemed to work well, being easy for Councils to use and saving a considerable amount of officer time in collating the responses.

It is recommended that this software again be used.

A copy of the proposed questions is attached to this report. Four additional questions have been added dealing with the adoption and review of Council training plans.

DETAILED REPORT ATTACHED?

YES

IMPLICATIONS

I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report:

Signed: Linda Rees-Jones

Head of Administration and Law

Policy, Crime & Disorder and Equalities	Legal	Finance	ICT	Risk Management Issues	Staffing Implications	Physical Assets	Bio-diversity & Climate Change
NONE	NONE	NONE	NONE	NONE	NONE	NONE	NONE

CONSULTATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below:

Signed: Linda Rees Jones

Head of Administration and Law

2. Scrutiny Committee request for pre-determination	NA
Scrutiny Committee	
Date the report was considered:-	
Scrutiny Committee Outcome/Recommendations:-	

2. Local Member(s)

NA

3. Community / Town Council

NA

4. Relevant Partners

NA

5. Staff Side Representatives and other Organisations

NA

**CABINET MEMBER PORTFOLIO
HOLDER(S) AWARE/CONSULTED**

NA

NA

**Section 100D Local Government Act, 1972 – Access to Information
List of Background Papers used in the preparation of this report:**

THERE ARE NONE