

Review of the Task Groups Reporting to the Corporate Governance and Standards Committee

NAME OF GROUP	DATE ESTABLISHED / FREQUENCY OF MEETINGS	DATE OF NEXT MEETING	TERMS OF REFERENCE	DETAILS OF GENERAL PROGRESS AND WORK STILL TO BE UNDERTAKEN
<p>Councillors' Development Steering Group</p> <p><i>Current members:</i></p> <p><i>Cllr Colin Cross (c)</i> <i>Cllr Richard Billington</i> <i>Cllr Angela Gunning</i> <i>Cllr Ramsey Nagaty</i> <i>Cllr Pauline Searle</i></p>	<p>Dec 2005/ The Group met on 2 occasions in 2019-20</p>	<p>TBC following CGSC meeting on 18 June 2020 (anticipated number of meetings in 2020-21: 4 based upon the group continuing to meet on a quarterly basis)</p>	<p>The current terms of reference of the group are as follows:</p> <p>“To continue to support councillors in their ongoing development and training needs through a clear, structured Action Plan for councillor development that responds to the fundamental themes that support the vision of the Corporate Plan: Place-making, Community and Innovation.”</p>	<p><u>Progress:</u></p> <ul style="list-style-type: none"> • The Steering Group has continued to lead on helping the Council meet the standard of the South East Charter for Elected Member Development. The Council received reaccreditation under the Charter following a full assessment by South East Employers which took place in January 2020. • At each meeting, the steering group reviews: <ul style="list-style-type: none"> ○ the councillors' training and development programme ○ evaluation forms completed after each training/seminar session and recommends changes to the organisation of future events where required ○ the councillors' training and development budget. • Reviewed the new Councillor Induction Programme held between May and July 2019. • Approved the Personal Development Plans for circulation to all councilors following the induction <p><u>Work to be undertaken:</u></p> <ul style="list-style-type: none"> • To consider feedback from the Charter for Elected Member Development Assessment

NAME OF GROUP	DATE ESTABLISHED / FREQUENCY OF MEETINGS	DATE OF NEXT MEETING	TERMS OF REFERENCE	DETAILS OF GENERAL PROGRESS AND WORK STILL TO BE UNDERTAKEN
				<ul style="list-style-type: none"> To review the completed Personal Development Plans from councillors which will inform the overall training and development programme To identify alternative (remote) ways of learning for councillors particularly during the COVID 19 crisis.
<p>Corporate Governance Task Group</p> <p><i>Current members:</i></p> <p><i>Cllr Tim Anderson (c)</i> <i>Cllr Liz Hogger</i> <i>Cllr Nigel Manning</i> <i>Cllr Ramsey Nagaty</i> <i>Cllr James Walsh</i> <i>Murray Litvak</i> <i>Julia Osborn</i></p>	<p>Nov 2019/ The Group has met on 4 occasions since January 2020</p>	<p>TBC following CGSC meeting on 18 June 2020 (anticipated number of meetings in 2020-21: approx. 4)</p>	<p>To examine, review, and report back initially to this Committee on the following matters:</p> <ul style="list-style-type: none"> (a) the Councillors' Code of Conduct, including the policy on acceptance of gifts and hospitality by councillors; (b) the best practice recommendations of the Committee on Standards in Public Life contained within its Report on <i>Local Government Ethical Standards</i> (c) the Council's guidance on the use of social media by councillors; (d) the revised draft 	<p><u>Progress:</u></p> <ul style="list-style-type: none"> The Task Group has reviewed: <ul style="list-style-type: none"> (a) the Code of Conduct, including the policy on acceptance of gifts and hospitality; and (b) the 15 best practice recommendations of the CSPL and is considering the outcome of the consultation with councillors and parish councils and will be reporting its findings to the Committee in July. The Task Group has also reviewed: <ul style="list-style-type: none"> (c) the Council's guidance on the use of social media by councillors and (d) the Protocol on Councillor/Officer Relations and will be reporting its findings to the Committee in July/September.

NAME OF GROUP	DATE ESTABLISHED / FREQUENCY OF MEETINGS	DATE OF NEXT MEETING	TERMS OF REFERENCE	DETAILS OF GENERAL PROGRESS AND WORK STILL TO BE UNDERTAKEN
			<p>Protocol on Councillor/ Officer Relations</p> <p>(e) the effectiveness of internal communications between officers and councillors; and</p> <p>(f) proposals to promote transparency, and effective communications and reporting, including the Council's Communications Protocol.</p> <p><u>Proposed Amendment:</u></p> <p>(g) review of anomalies in the Constitution</p>	<p><u>Work to be undertaken:</u></p> <p>To consider (e) and (f) (and, if approved, (g)) in the terms of reference and report findings to the Committee</p>