

Ethics and Engagement Committee Work Programme 2013/14**29 May 2013**

Topic	Matter for Consideration	Outcome
Revised Terms of Reference	To highlight the terms of reference agreed by Council on 16 April 2013.	<ul style="list-style-type: none"> <li>To note the changes to the operation of the Committee.</li> </ul>
Code of Conduct: Cases Review	To examine national developments of relevance to the Members' Code of Conduct.	<ul style="list-style-type: none"> <li>To note the issues raised and consider a suitable response if required.</li> </ul>
Paperless Meetings Trial	To approve details of the trial already agreed in principle at the previous meeting.	<ul style="list-style-type: none"> <li>To consider and endorse an approach for the trial of paperless working with elected committee members.</li> </ul>
Work Programme Update	The Committee's work programme is agreed on an ongoing basis in consultation with the Chair and the Committee.	<ul style="list-style-type: none"> <li>To agree the work programme.</li> <li>To consider the arrangements for the next meeting.</li> </ul>

**30 July 2013**

Topic	Matter for Consideration	Outcome
Code of Conduct: Cases Review	To examine national developments of relevance to the Members' Code of Conduct.	<ul style="list-style-type: none"> <li>To note the issues raised and consider suitable a suitable response if required.</li> </ul>
Increasing Democratic Engagement with Young People	Following discussions with pupils and teachers from a local school at a recent meeting, plans for member panels interacting with students are being developed for members' consideration.	<ul style="list-style-type: none"> <li>To consider the format for any future member panels taking place in local schools.</li> </ul>
Webcasting Cost-Benefit Analysis	Following discussion at a previous meeting, to consider the findings of research into the operation of webcasting at neighbouring councils, and the relative costs and	<ul style="list-style-type: none"> <li>To judge the relative costs and benefits of webcasting public committee meetings.</li> </ul>

	benefits of adopting a similar system.	
Local Democracy Week	Local Democracy Week is a pan-European event intended to promote people's engagement with democracy. Following consideration at the previous meetings, members requested further details regarding possible involvement.	<ul style="list-style-type: none"> <li>▪ To investigate the costs and benefits of increasing the Council's engagement with Local Democracy Week</li> </ul>
European Citizens' Electoral Turnouts	As part of a broader investigation into turnout rates in local elections, members requested details regarding the relative proportion of European Union citizens taking part in elections set against the rates for British citizens.	<ul style="list-style-type: none"> <li>▪ To consider whether a disparity in voter turnout exists and any appropriate action which may be taken.</li> </ul>
Work Programme Update	The Committee's work programme is agreed on an ongoing basis in consultation with the Chair and the Committee.	<ul style="list-style-type: none"> <li>▪ To agree the work programme.</li> <li>▪ To consider the arrangements for the next meeting.</li> </ul>

### 1 October 2013

Topic	Matter for Consideration	Outcome
Code of Conduct: Cases Review	To examine national developments of relevance to the Members' Code of Conduct.	<ul style="list-style-type: none"> <li>▪ To note the issues raised and consider suitable a suitable response if required.</li> </ul>
Civic Party Guidance	Following consideration of a relevant code of conduct breach in another local authority, members requested details of the current guidance in place for the Council's civic party.	<ul style="list-style-type: none"> <li>▪ To consider the fitness of guidance offered to members of the Council's civic party.</li> </ul>
Encouraging Electoral Engagement	Turnout in Lincoln's local government elections, in common with many other areas of the country, is often below 30%, meaning that the majority of electors are choosing not to exercise their right to vote, while others entitled to vote may not even be registering to do so.	<ul style="list-style-type: none"> <li>▪ To examine voter registration and electoral turnout, and to discuss the manner in which this can be improved.</li> </ul>
Local Democracy Week	To update members on the plans for Local Democracy	<ul style="list-style-type: none"> <li>▪ To consider the arrangements made</li> </ul>

Update	Week 2013.	and recommend any suitable changes
Member Development Update	Member development has become increasingly important in recent years as the Council seeks to ensure elected members have the skills and knowledge to perform their roles as effectively as possible.	<ul style="list-style-type: none"> <li>▪ To consider the current provision of member development and offer guidance on its future operation.</li> </ul>
Paperless Meetings Trial	Following the planned establishment of a paperless meetings trial as considered on 29 May 2013, members will be invited to feedback and discuss their experiences of paperless working.	<ul style="list-style-type: none"> <li>▪ To consider the outcome of the planned trial of paperless meetings.</li> </ul>
The Promotion of Citizenship within Schools	Further to the Increasing Democratic Engagement with Young People item scheduled earlier in 2013/14, it will be necessary to monitor progress and outcomes from the project.	<ul style="list-style-type: none"> <li>▪ To consider the outcomes of any progress made in trialling member panels with local schools.</li> </ul>
Work Programme Update	The Committee's work programme is agreed on an ongoing basis in consultation with the Chair and the Committee.	<ul style="list-style-type: none"> <li>▪ To agree the work programme.</li> <li>▪ To consider the arrangements for the next meeting.</li> </ul>

### 11 December 2013

Topic	Matter for Consideration	Outcome
Code of Conduct: Cases Review	To examine national developments of relevance to the Members' Code of Conduct.	<ul style="list-style-type: none"> <li>▪ To note the issues raised and consider suitable a suitable response if required.</li> </ul>
Local Democracy Week Review	To update members on the events held during Local Democracy Week.	<ul style="list-style-type: none"> <li>▪ To consider any positive and negative outcomes from Local Democracy Week with a view to future arrangements.</li> </ul>
Succession Planning	Councillors have differing levels of responsibilities, with portfolio holders and committee chairs taking particular additional responsibilities. These posts often benefit from holders having particular skills and knowledge, and	<ul style="list-style-type: none"> <li>▪ To consider whether and how succession planning for key councillor posts should be pursued.</li> </ul>

	there may be a benefit to developing other members to be able assume similar responsibilities if required.	
Work Programme Update	The Committee's work programme is agreed on an ongoing basis in consultation with the Chair and the Committee.	<ul style="list-style-type: none"> <li>▪ To agree the work programme.</li> <li>▪ To consider the arrangements for the next meeting.</li> </ul>

### 3 February 2014

Topic	Matter for Consideration	Outcome
Code of Conduct: Cases Review	To examine national developments of relevance to the Members' Code of Conduct.	<ul style="list-style-type: none"> <li>▪ To note the issues raised and consider suitable a suitable response if required.</li> </ul>
Standards Post-Implementation Review	The Localism Act 2011 provided for a considerable revision of arrangements for member standards, including changes to members' declarations of interests and the Members' Code of Conduct.	<ul style="list-style-type: none"> <li>▪ To consider the impact of changes to the standards regime introduced through the Localism Act 2011.</li> </ul>
Increasing the Diversity of Electoral Candidates	Across the United Kingdom, elected members in local government are often disproportionately drawn from certain sections of the population, with significant disparities existing in areas such as race, gender, and age.	<ul style="list-style-type: none"> <li>▪ To determine whether any barriers to a broader range of electoral candidates exist that the Council could reasonably address, noting that the Council has no role in influencing the selection process of political parties.</li> </ul>
Work Programme Update	The Committee's work programme is agreed on an ongoing basis in consultation with the Chair and the Committee.	<ul style="list-style-type: none"> <li>▪ To agree the work programme.</li> <li>▪ To consider the arrangements for the next meeting.</li> </ul>

### 17 March 2014

Topic	Matter for Consideration	Outcome
Code of Conduct: Cases Review	To examine national developments of relevance to the Members' Code of Conduct.	<ul style="list-style-type: none"> <li>▪ To note the issues raised and consider suitable a suitable response if required.</li> </ul>

Promoting Constructive Debate Within Meetings	The manner in which debate is conducted at meetings has a significant bearing on the quality of outcomes and the working relationships between members and officers.	<ul style="list-style-type: none"> <li>▪ To review the Council's standing orders and to consider the manner in which a high standard of debate can be secured.</li> </ul>
Member Development Update	Member development has become increasingly important in recent years as the Council seeks to ensure elected members have the skills and knowledge to perform their roles as effectively as possible.	<ul style="list-style-type: none"> <li>▪ To consider the current provision of member development and offer guidance on its future operation.</li> </ul>
Dual Membership of Local Authorities	Within Lincolnshire, councillors can be elected to represent both a lower and an upper-tier council, which potentially raised conflicts of interests in considering certain items.	<ul style="list-style-type: none"> <li>▪ To consider the suggested guidance and recommend its circulation to councillors.</li> </ul>
Work Programme 2014/15	The Committee's work programme is agreed on an ongoing basis in consultation with the Chair and the Committee.	<ul style="list-style-type: none"> <li>▪ To consider the work programme for the next municipal year.</li> </ul>