



Leicester
City Council

MEETING OF THE STANDARDS COMMITTEE

DATE: WEDNESDAY, 13 MAY 2009
TIME: 5.30 PM
PLACE: FOUNTAIN ROOM, GROUND FLOOR, TOWN HALL

Members of the Committee

Councillors Clair, Corrall, Draycott, Keeling, Mugglestone and Thomas

Mrs Sheila Brucciani (Independent Member) (Chair)
Ms Kate McLeod (Independent Member)
Ms Mary Ray (Independent Member)

Members of the Committee are invited to attend the above meeting to consider the items of business listed overleaf.

for Town Clerk

Officer contact: Heather Kent
Democratic Support, Resources Department
Leicester City Council
Town Hall, Town Hall Square, Leicester LE1 9BG
(Tel. 0116 229 8816 Fax. 0116 247 1181)

INFORMATION FOR MEMBERS OF THE PUBLIC

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General Enquiries - if you have any queries about any of the above or the business to be discussed, please contact Heather Kent, Democratic Support on (0116) 229 8816 or email heather.kent@leicester.gov.uk or call in at the Town Hall.

Press Enquiries - please phone the Communications Unit on 252 6081

PUBLIC SESSION

AGENDA

1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF INTEREST

Members are asked to declare any interests they may have in the business on the agenda, and/or indicate that Section 106 of the Local Government Finance Act 1992 applies to them.

3. MINUTES OF PREVIOUS MEETING

Appendix A

The minutes of the meeting of the Standards Committee, held on 11 March 2009, are attached, and Members are asked to confirm them as a correct record.

4. CODE OF PRACTICE FOR LICENSING DECISIONS

Anthony Cross, Head of Environment Advocacy and Law, will discuss with the Committee, issues regarding a proposed Code of Practice for Licensing decisions.

5. STANDARDS SUB-COMMITTEE INITIAL ASSESSMENT AND REVIEW FLOWCHART

Appendix B

The Monitoring Officer submits an updated flowchart, following comments made by the Standards Committee at the meeting held on 11 March 2009. Members are recommended to accept the flowchart for use during initial assessments and reviews of complaints against Councillors.

6. INDEMNIFICATION ARRANGEMENTS FOR INDEPENDENT MEMBERS

The Monitoring Officer will report verbally on the issue of indemnification arrangements for Independent Members.

7. STANDARDS BOARD FOR ENGLAND - QUARTERLY RETURN SUBMISSION STATISTICS

Appendix C

The Monitoring Officer submits a report that gives a summary of complaints received and the outcomes of these complaints, and gives a comparison between Leicester City Council and other local authorities.

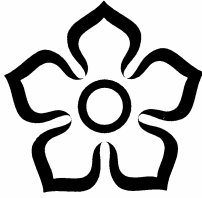
8. STANDARDS BOARD FOR ENGLAND BULLETIN NUMBER 43 [Appendix D](#)

The Monitoring Officer submits, for information, the latest Bulletin from the Standards Board for England.

9. STANDARDS COMMITTEE WORK PROGRAMME [Appendix E](#)

The Monitoring Officer submits a report that outlines the current work programme of the Standards Committee. Members are recommended to note the work programme and make any comments as they see fit.

10. ANY OTHER URGENT BUSINESS



Leicester
City Council

Minutes of the Meeting of the
STANDARDS COMMITTEE

Held: WEDNESDAY, 11 MARCH 2009 at 5.30pm

P R E S E N T :

Mrs Sheila Brucciani (Independent Member) - Chair
Ms Mary Ray (Independent Member)

Councillor Clair
Councillor Keeling
Councillor Corrall
Councillor Mugglestone
Councillor Thomas

45. APOLOGIES FOR ABSENCE

Apologies were received from Kate McLeod and Councillor Draycott.

46. DECLARATIONS OF INTEREST

Members were asked to declare any interests they may have in the business on the agenda and/or declare if Section 106 of the Local Government Finance Act 1992 applied to them. No such declarations were made.

47. MINUTES OF PREVIOUS MEETING

RESOLVED:

that the minutes of the meeting of the Standards Committee, held on 4 February 2009, be confirmed as a correct record.

48. DELIVERING EXCELLENCE

Steve Giacchino, Executive Director, and Neil Sartorio, Programme Director of the Delivering Excellence Team, gave a presentation showing a brief overview of the Delivering Excellence programme to date and the work that was ongoing to transform the organisational structure of the Council in line with the "One Leicester" priorities.

It was explained that the programme started in August 2008 and the team included staff seconded from their substantive posts. The team had been trained in the skills they needed to facilitate the transformation of the Council. Strategic Directors were being appointed and their roles related to the seven

strategic priorities of One Leicester. The work was being carried out in phases and the initial stage had been completed, that included “quick wins.” Work was currently taking place to set up six groups to address specific priority areas. These groups would consist of a Cabinet Lead, Strategic Director and Member challenge. It was emphasized that the Delivering Excellence Team’s function was to facilitate, rather than to deliver the change itself.

Members suggested that the team could gain an insight into what the public wanted from the Council by studying complaints received. Neil said that customer satisfaction was taken into account, but the consistency of the standard of service was also being assessed.

Members asked when the project would be completed, and they were informed that change was continuous. Currently, the team was looking to expand to deal with the substantial programmes that were ongoing. The aim was to mainstream the work of Delivering Excellence into the Council’s organisational development plan. Members asked if the team had met with any opposition and it was explained that opposition often came from a lack of understanding of the aims of the project. In response to Members’ questions regarding the anticipated financial savings, they were informed that the emphasis was on value for money, not just savings. Members made a suggestion that the issue of employees driving vehicles home could be looked into for efficiency.

With regard to the six service improvement groups, Members asked whether they would be affected by potential changes in Cabinet Leads. Members were informed that the political groups would receive regular briefings, which would allow for continuity. Members also asked for clarification of the “member challenge” role on these groups. It was noted that the aim was to ensure a Member-led process. The Independent Members stated that for effective challenge, they felt it was appropriate for these Members to be appointed from opposition groups.

Members asked whether the substantive posts of staff recruited to Delivering Excellence were being filled in their absence. They were informed that currently they were not, but consideration would be given to whether there would be an essential gap left in provision of a service.

The Chair thanked Steve and Neil for their presentation.

RESOLVED:

that the contents of the presentation be noted.

49. REVIEW OF ASSESSMENT CRITERIA - ADDRESSING HEARSAY EVIDENCE

The Standards Committee, at its meeting on 4 February 2009, requested that guidance regarding hearsay evidence be included in the assessment criteria for complaints against Councillors. The Monitoring Officer submitted suggested text for Members to adopt.

Members stated that they wished for reference to be made to “checkable” facts, as well as “tangible.”

RESOLVED:

that the suggested text regarding hearsay evidence be confirmed, subject to the inclusion of the need for tangible and *checkable* facts.

50. STANDARDS ASSESSMENT SUB-COMMITTEE - ASSESSMENT FLOWCHART

The Monitoring Officer submitted a report that presented a flowchart of the questions and issues that needed to be addressed at an Assessment Sub-Committee meeting.

It was noted that the flowchart required further amendment following the previous discussion on hearsay evidence. Members also asked for points 1 to 3 of the flowchart to be “boxed” to match the boxes below. Following discussion, Members also concluded that the sentence, “Refer back to complainant for further information” should be amended, as it was not the role of the initial assessment sub-committee to encourage a review – they were responsible for informing the complainant of the outcome and their right to request a review. Asking the complainant to provide further information would be more appropriate following a request for a review. Officers agreed to look at amending this wording.

RESOLVED:

that the Standards Committee asks officers to amend the flowchart according to the comments above, and that the amended flowchart be used in future assessments of complaints.

51. STANDARDS BOARD FOR ENGLAND BULLETIN NUMBER 42

The Monitoring Officer submitted, for information, the latest Bulletin from the Standards Board for England.

Members discussed the reference to joint standards committees and it was noted that, although this had not been suggested for Leicester, it was an option if it was ever felt to be appropriate. It was considered that it may be useful if an authority received a large number of complaints and wished to share members.

Members discussed the issue of bias in planning decisions, and whether the issue highlighted in the case should be included in the Code of Practice for Development Control Decisions. Members who had been involved in the Planning and Development Control Committee stated that the training they received already made it clear that, in cases of bias and predetermination, they should not take part. It was agreed that further information would be circulated to the committee on this matter and the advice of the Head of Litigation and Advocacy Law be sought to identify whether any stronger guidance was required in the Code of Practice.

Members were reminded that they should indicate whether they wished to attend the annual conference. Some concern was raised that the previous conference appeared to be aimed at officers. It was noted that, as Peter Nicholls had been appointed to the organising committee, this matter could be raised with him.

RESOLVED:

- 1) that the Standards Board for England Bulletin number 42 be noted;
- 2) that officers be asked to investigate the implications of the case law regarding bias in planning decisions, and ascertain whether any amendment is required to the Code of Practice for Development Control Decisions.

52. STANDARDS COMMITTEE WORK PROGRAMME

The Monitoring Officer submitted a report that outlined the current work programme of the Standards Committee.

Members discussed plans to invite certain Members and officers to future meetings. It was confirmed that the Head of Planning and the Head of Litigation and Advocacy Law should be invited to the next meeting, to discuss standards issues relating to planning and regulatory matters. They stated that they wished to invite the Chief Executive to a future meeting to discuss how ethical issues were prioritised within the Council, and what part she played in this, including how she could support raising the profile of the work of the Standards Committee. Members also confirmed that the Leader should be invited to a future meeting.

With regard to item 16 on the work programme it was noted that training for prospective election candidates should be held in advance of May 2011.

Members agreed to include in the work programme consideration of a code of practice for the Licensing Committee. Councillor Thomas, who was chair of the Committee, stated that a proposed code had been rejected by a previous meeting of the Committee. Members considered that an Independent Member could offer to attend a meeting to explain why a code was important. It was also suggested that officers could find out whether other authorities had a code in place.

It was reported to the meeting that the Standards Board for England Quarterly Returns information was not yet available on their website. This information would be submitted to the next meeting. In response to a previous request from Members, analysis of other surrounding local authorities' data would also be included.

Members discussed training they had received regarding investigations. They stated that the training did not include hearings, and suggested that, when they

carried out their first hearing, someone with experience should be invited to attend to offer advice. They also considered whether there would be opportunity for a hearing panel to challenge a report's content and ask for further information in certain areas where necessary.

An update was given on item 7 of the work programme – the Members' register of interests. It was reported that new forms had been sent to all Councillors. They had also been sent electronically as requested. Independent Members would also be asked to fill it in. This would be reviewed annually.

RESOLVED:

that the Standards Committee Work Programme be amended to include the points raised above.

53. DATES OF FUTURE MEETINGS

RESOLVED:

that the proposed dates for future meetings of the Standards Committee be noted and agreed.

54. CLOSE OF MEETING

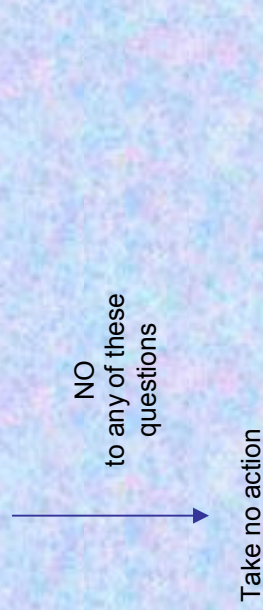
The meeting closed at 6.58pm.

Standards Assessment Sub-Committee

1. Preliminary Assessment

Before assessment of a complaint begins the sub-committee should be satisfied the complaints meet the following tests:

1. Is the complaint against one or more named members of the authority covered by the standards committee?
2. Was the named member in office at the time of the alleged conduct, and the Code of Conduct in force?
3. If proven, would the complaint be a breach of the Code of Conduct under which the member was operating at the time of the misconduct? If so, which section?



2. Assessment Criteria

Has the complainant submitted enough information for the complaint to be referred for investigation or other action?	NO	Take no action
Does the complaint appear to be simply malicious, politically motivated or tit for tat? (<i>Is the complaint vexatious?*</i>)	YES	Take no action
Has the complaint been the subject of an investigation/other action relating to the Code of Conduct/subject of an investigation by other regulatory authorities?	YES	Take no action
Is the complaint about something that happened so long ago that there would be little benefit in taking action now?	YES	Take no action
Is the complaint too trivial to warrant further action?	YES	Take no action
Is the complaint about someone who is now a member of another authority? Do you wish to refer the complaint to that other authority?	YES	Refer to the respective authority

Where any of these criteria are failed the complainant will be informed about the review process

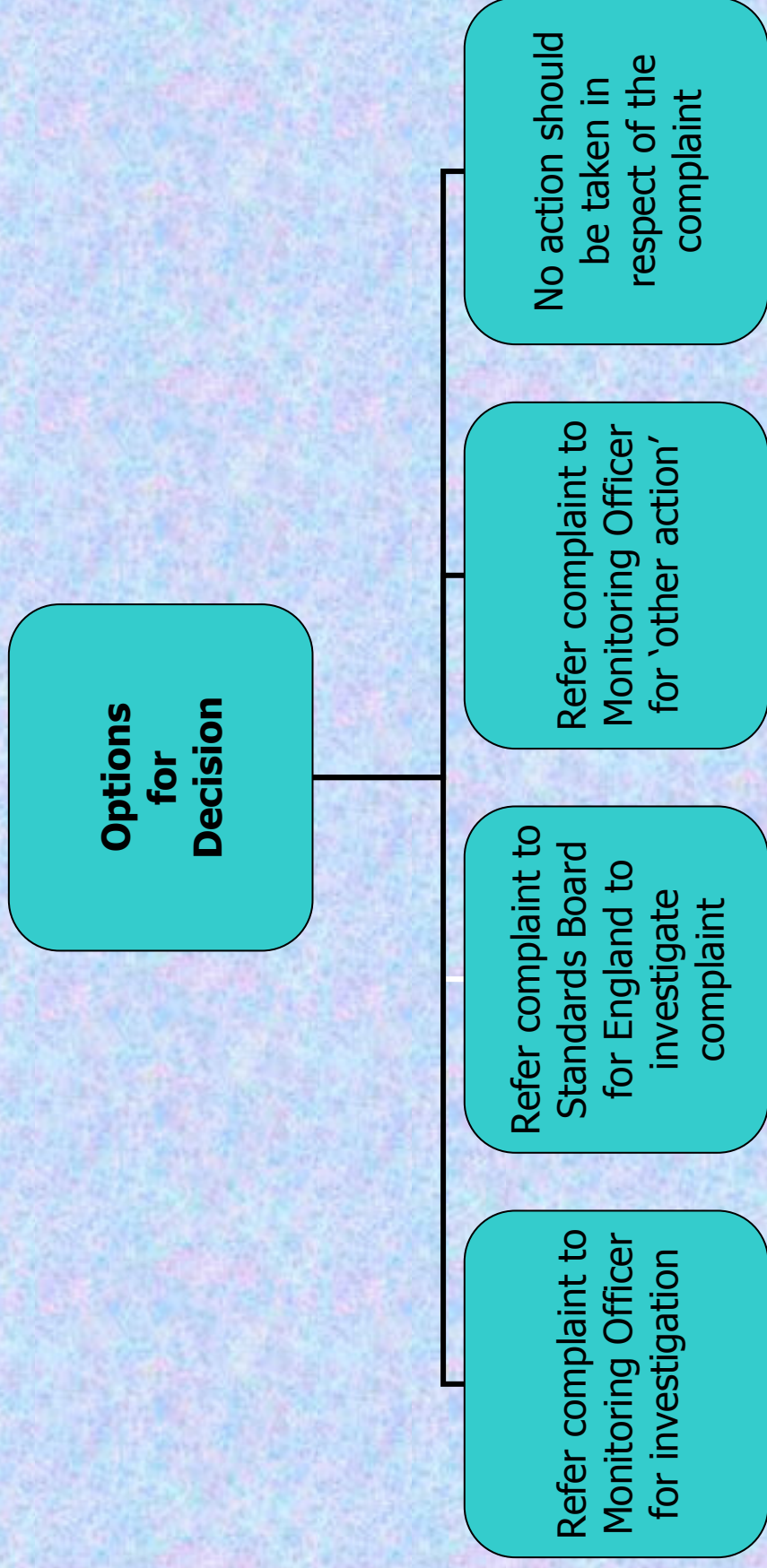
*Vexatious:

It would impose a significant burden on the authority in terms of expense or distraction and:

- (a) The request is likely to cause unjustified distress, disruption or irritation, or
- (b) It can fairly be seen as excessive, or
- (c) The request is harassing the authority or its staff, or
- (d) The request is designed to cause disruption or annoyance, or
- (e) The request lacks serious purpose or value

Hearsay Evidence:

The complainant must submit enough information which, if proven, would show that the subject member has acted in breach of the Code of Conduct at the time of the alleged misconduct. Although it is not for the Assessment or Review Sub-Committees to investigate or to weigh up evidence/reject evidence, even hearsay evidence, sufficient tangible and/or checkable facts must be presented for assessment to enable a decision to be made that a complaint should be referred to investigation or other action.



Standards Review Sub-Committee

Assessment Criteria

Has additional information been provided that means it is appropriate to handle this as a new complaint rather than a review?

NO

NO

Has the complainant submitted enough information for the complaint to be referred for investigation or other action?

NO

Take no action

Yes

Refer back to Monitoring Officer for a new Assessment Sub-Committee

Does the complaint appear to be simply malicious, politically motivated or tit for tat? (*Is the complaint vexatious?**)

YES

Take no action

Has the complaint been the subject of an investigation/other action relating to the Code of Conduct/subject of an investigation by other regulatory authorities?

YES

Take no action

Is the complaint about something that happened so long ago that there would be little benefit in taking action now?

YES

Take no action

Is the complaint too trivial to warrant further action?

YES

Take no action

Is the complaint about someone who is now a member of another authority? Do you wish to refer the complaint to that other authority?

YES

Refer to the respective authority

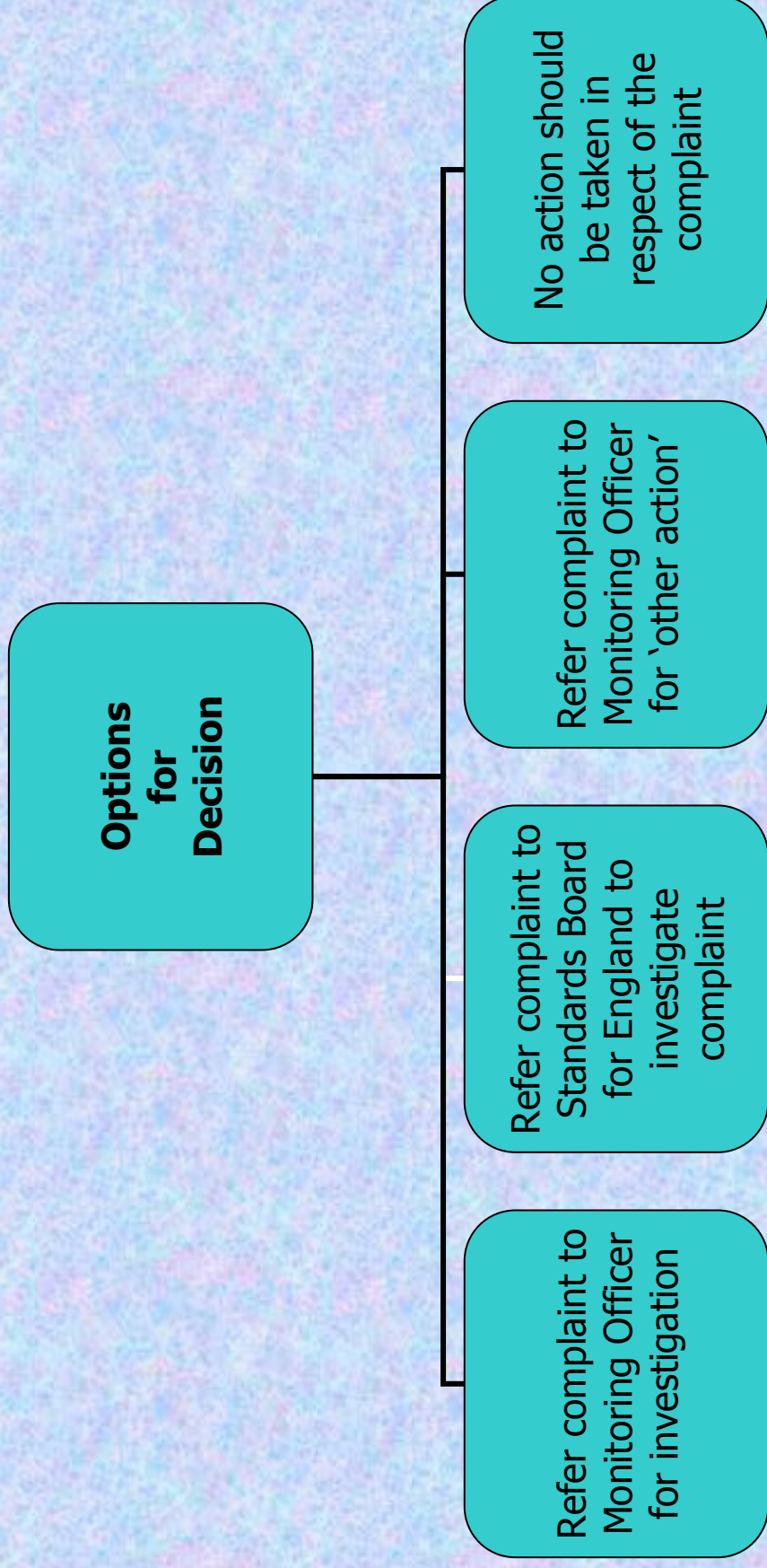
*Vexatious:

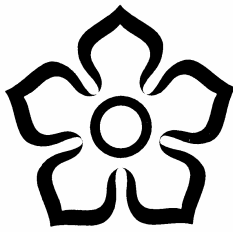
It would impose a significant burden on the authority in terms of expense or distraction and:

- (a) The request is likely to cause unjustified distress, disruption or irritation, or
- (b) it can fairly be seen as excessive, or
- (c) The request is harassing the authority or its staff, or
- (d) The request is designed to cause disruption or annoyance, or
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Hearsay Evidence:

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Appendix C

Standards Committee

13th May 2009

Standards Board for England – Quarterly Return Submission Statistics

Report of the Monitoring Officer

1. One of the roles of the Standards Board for England is to ensure the effectiveness of local standards arrangements. In order to do this, the Board collects information about those arrangements on a regular basis. The information so collected establishes a national picture of local complaints handling, and helps the Board identify, and provide support and guidance to those authorities which are experiencing problems.
2. All local authorities in England are required to submit a quarterly return to the Standards Board, setting out the number of complaints received in that quarter, and what action has been taken in respect of them. The following results are taken directly from the Standards Board website.
3. For the Committee's information we have provided a brief summary of cases in Leicester City Council against comparable authorities.

Recommendation

4. That the Committee note the report.

Financial and Legal Implications

5. None

Background Papers

6. None

Consultations

7. Nottingham and Derby City Councils

Report Author

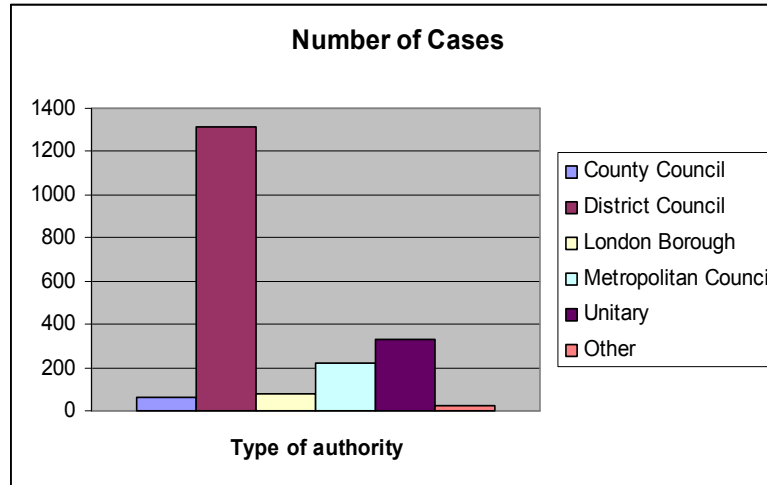
Gordon Armstrong
Members Support Officer
(39) 8824

Statistics cover the period 8th May to 31st December 2008

A

Number of complaints received

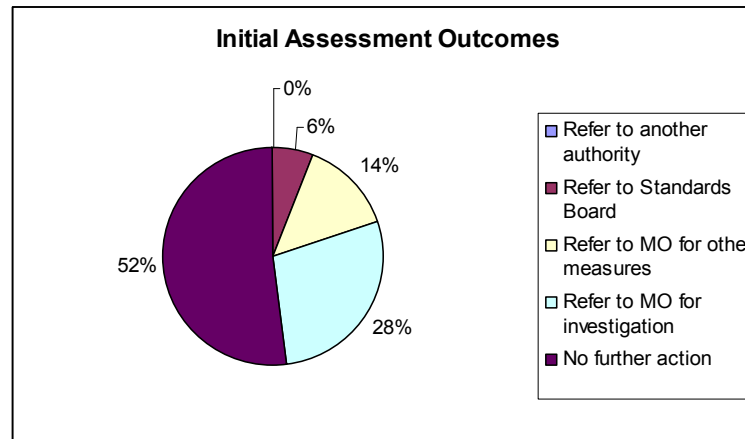
	Number of Cases	Average per authority
County Councils	62	1.8
District Councils	1317	5.5
London Boroughs	80	0.1
Metropolitan Councils	217	2.5
Unitary	331	6.2
Other	23	7.2
TOTAL	2030	



B

Outcome of initial assessments

	Number	(%)
Refer to another authority	2	0
Refer to Standards Board	104	6
Refer to MO for other measures	250	14
Refer to MO for investigation	524	28
No further action	971	52



Average length of time to referral decision	20 days
Number taking longer than 20 days	545 (29%)

Statistics cover the period 8th May to 31st December 2008

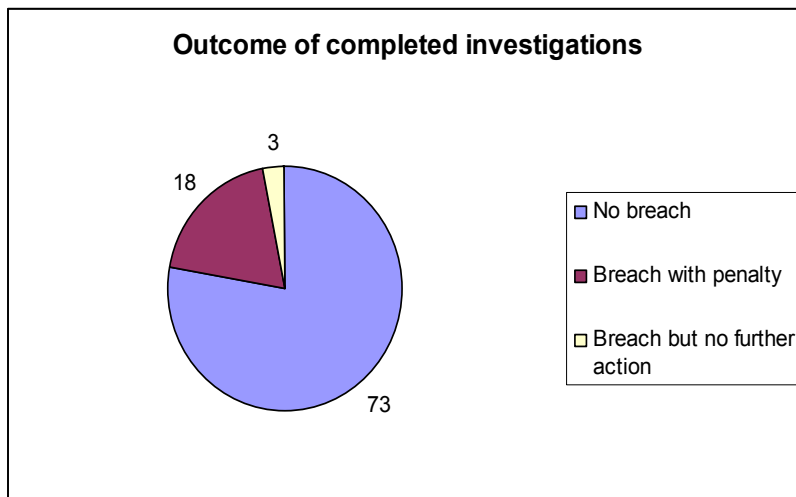
C
Reviews of initial assessments (those where no further action was outcome)

Reviews requested
Review requested in 344 cases (35%)
265 have been reviewed
12 have resulted in investigation
1 has been referred to the Standards Board

D
Investigations

Number of Investigations	Average time
94	80 days

There are 39 breaches of Code under the 21 cases that were either breach with penalty or breach but no further action.



Statistics cover the period 8th May to 31st December 2008

A brief comparison Leicester/Derby/Nottingham Cities

	Number of complaints	Average Length of time from receipt to referral decision (Days)
Leicester	12	11.5
Derby	3	20
Nottingham	0	0

Initial Assessment Outcomes	No further action	Referred to MO for further action	Refer to Standards Board	Refer to other authority	Refer to MO for investigation
Leicester	11	0	0	0	1
Derby	2	0	0	0	1
Nottingham	0	0	0	0	0

	Review requested	Reviews as % of assessments
Leicester	7	58
Derby	2	67
Nottingham	0	0



Guidance on Other Action

We have received a number of enquiries highlighting several issues about 'other action' since local assessment began in May 2008.

Consequently, we have produced further guidance on the topic in order to clarify our position on when other action is appropriate and what other action might constitute.

We know this is an issue many monitoring officers feel strongly about and we hope our guidance clarifies our position further. The guidance has been developed with help from monitoring officers. We are grateful to all the monitoring officers who attended our recent seminar on other action – held in Camden Town Hall on 16 March 2009 – for their valuable contribution.

The guidance discusses what other action is, what it can involve, when it is appropriate, and what to do if it isn't successful. It also addresses the role of the monitoring officer, adjournment of assessment committee meetings, and explains why other action closes the opportunity to investigate. We intend to publish this guidance on our website in May and we will notify all monitoring officers when it is available.

Application of the Code to private capacity

We have recently received a number of queries on whether or not the application of the 2007 Code of Conduct is still affected by the decision of Collins J. in *Ken Livingstone v Adjudication Panel for England* [2006] EWHC 2533 (Admin).

The 2006 ruling decided that Section 52 of the Local Government Act 2000 required members to comply with the Code in their official capacity only, and that it did not extend to their private conduct.

In issuing his judgement in the Livingstone case, Collins J invited Parliament to be explicit about whether it wanted private conduct to be covered by the members' Code. Parliament took this opportunity and passed the Local Government and Public Involvement in Health Act 2007.

Section 183(4) of the 2007 Act, removes the words "in performing his functions" from Section 52(1)(a) of the 2000 Act, to enable the Code to cover some conduct in a private capacity.

At present, Section 183(4) of the 2007 Act is only in force in Wales; so in England, the Code still does not cover members at any time in their private capacity. We understand that the government's intention is that these amendments will become effective at the same time as the new Code becomes operative.

The Livingstone case is also still relevant to gaining an understanding of official capacity. When drafting the 2007 Code, Parliament incorporated some of the judge's reasoning in the Livingstone case. Official capacity in the Code is construed as

- conducting the business of your authority or office, or
- acting, claiming to act, or giving the impression that you are acting as a representative of your authority.

So, it is our view that the reasoning in Livingstone is still relevant to a proper interpretation and understanding of official capacity, because it helps to interpret what is meant by the two phrases above that define official capacity.

Review of online monitoring system – an update

In February 2009, we conducted the third part of the Standards Board's online monitoring system review, and we promised those that participated that we would let you know the results. The review forms part of a programme of work to assess how well the new system is working.

We conducted an online survey with a random sample of monitoring officers, or those nominated to make the online submission. Once again, comments from respondents were positive about the online form.

There were several helpful suggestions made about how the form could be improved further. There were also suggestions offered on how we could improve the form user guide. All suggestions have been fed back to our internal development team. We would like to thank all those who participated.

For the fourth phase of the review, we will again be emailing out surveys to 50 randomly selected authorities (excluding those that have already participated in previous questionnaires) to hear about their experiences of the Quarter 4 submission. In addition to this, we will be surveying another sample about their experiences in completing the Standards Board's annual return form.

If you have any questions about this review or future reviews of the system, please contact Cara Afzal, Deputy Research and Monitoring Manager on 0161 817 5414 or email cara.afzal@standardsboard.gov.uk

Annual return arrives!

On 20 April we launched our online [annual return questionnaire](#).

While the focus of the quarterly return is to collect case related data, the annual return provides standards committees with the opportunity to tell us about their activities and arrangements for promoting and supporting high standards of ethical conduct.

Introduced via email to monitoring officers of principal authorities, it works in a similar way to the quarterly return. Monitoring officers log onto the form using a secure password and are then guided through a series of questions about the following topics:

- activities of standards committees
- the role of leaders in promoting high standards training
- communicating the complaints process and outcomes
- member-officer relations
- communicating the register of member interests
- officer conduct

The sections can be completed in any order and answers can be saved for editing at a later stage. We have built in this function as we appreciate that monitoring officers may not have all the required information to hand when they begin completing the return.

The information we collect from annual returns will be used to improve performance, champion the work of standards committees, and to ensure that we have an effective overview of local standards frameworks. In particular we will:

- Collect notable practice examples of standards committee activities which we can then disseminate. These activities and the local authorities that provide them will be showcased in our Annual Review document in a section about the local standards framework.
- Identify gaps in the local standards framework. An overview of the local standards framework will enable us to identify strengths and weaknesses of local arrangements. In turn, this will allow us to mitigate some risks by prompting where we should be producing guidance or seeking policy changes in response to emerging national trends. It will also help us to identify those authorities who could be experiencing difficulties and may require support and advice.

The annual return is a larger questionnaire than the quarterly, so we have allocated a four-week submission window during which standards committees can submit their return. Feedback from our pilot of the return indicates that it should take around two hours to complete in full. The deadline for submitting completed returns is Friday 15 May.

Conservative local government conference

On 27 and 28 February, the Standards Board exhibited at the Conservative Councillors' Association Local Government Conference in Leeds. The conference was attended by council leaders, executive members, councillors and members of the shadow cabinet, as well as key stakeholders in local government, candidates and party activists.

The Conservative representative on our Board, Councillor Sir Ron Watson CBE, and policy advisers from the Standards Board were on hand to answer questions, and get feedback on our work and the work of local standards committees. Over 40 delegates visited our exhibition stand to ask questions, raise concerns, and to share information about how the assessment of complaints is working locally.

The Conservative Party published their Green Paper Control Shift shortly before the conference, so we were interested to hear delegates' views about the local standards framework. The vast majority of delegates who visited our exhibition stand supported the need for the Code of Conduct and for the Standards Board to continue to provide the national and independent oversight. We spoke to councillors and standards committee members from authorities across the country who told us that local arrangements were working well. Another popular comment made to us at the conference was support for an officers' code.

We will also be exhibiting at the Local Government Association (LGA) Annual Conference and Exhibition, 30 June – 2 July 2009, Liberal Democrats Annual Conference, 19 - 23 September 2009, Labour Annual Conference, 27 September – 1 October 2009 and the Conservative Annual Conference, 5 – 8 October 2009.

Rossendale council wins Standards and Ethics award

We are pleased to announce that Rossendale Borough Council won in the Standards and Ethics category at the LGC Awards 2009.

The Standards Board supports the award and we were impressed by the way Rossendale's standards agenda has made a real difference. A strong, visible standards campaign, with the strapline 'Serious About Standards', helped Rossendale to achieve a substantially improved rating in its corporate assessment. It has also seen resident satisfaction improve by 8% and an increased turn out at local elections.

Dr Robert Chilton, Chairman of the Standards Board, said: "We were very impressed with Rossendale Council's commitment to high ethical standards. The award gives credit to their hard work and innovation and for tackling some difficult challenges to strengthen public confidence in local democracy."

For examples of good practice and interviews from all six authorities, please click [here](#).

Appendix E

Standards Committee Work Programme – May 2009

	Work area	Timescales	Lead Officer	Comments	
1.	Training for Members on Regulatory Committees, including annual refresher training Revise training and investigate possibility of bringing in IDeA trainer from Standards Conference	Will be happening in June Nov 09	Anthony Cross (AC) AC/ Liz Reid Jones (LRJ)	Independent members to be invited to attend	
2.	Quarterly returns to Standards Board on Complaints against Members	May 09 July 09	Gordon Armstrong (GA)	Figures tabled for up to December Year end results should be available for July meeting	
	Training on Standards Complaints Process including ethical governance	20 March 09	LRJ/PN/GA	To review in light of any changes to membership after May	Complete
3.	Training on Hearings Training on Investigations	TBC 13 th Feb 09	LRJ/PN		Complete
	Definition and guidance on "hearsay"	February 09	PN	Report to Standards Committee	Complete
	Revision of guidance	March 09	PN		Complete
4.	Improve Standards website and make links to other related sites	July 09	LRJ/GA	Ongoing work	
5.	Whole scale revision of Members' Register of Interests with each member completing a new entry – including gifts and hospitality	May 09	LRJ	Form sent to members both electronically and hard copy. Over 40 replies received – rest are being chased	
6.	Develop flowchart/list of questions for members on Assessment and Review Sub-committees	February 09	GA	Report to Standards Committee In February	Complete

	Revise wording to incorporate comments	May 09	GA	If agreed will be made available for subsequent sub-committees	
	Ensure effective interface with the Delivering Excellence programme Invite speaker for the DE team to Standards Committee	Ongoing March 09	PN PN	Invite sent for March Standards Committee. Neil Sartorio to attend.	Complete
7.	Introduce programme of speakers to Standards Committee, e.g. CEX	Ongoing	LRJ/GA	CEX is attending July meeting – Does committee wish to invite Leader to following meeting?	
8.	Review of Development Control Code of Conduct	July 09	AC	In progress	
9.	Review of revision of political conventions	July (interim), Sep and Oct	PN	Report to Standards Committee	
10.	Monitor response to the Corporate Assessment Framework	May 09	PN	Report to Standards Committee	
11.	Make links between Audit, Standards and Scrutiny committees	May 09	PN/CP/LRJ	Issue has been included on scrutiny development plan	
12.	Publicising work of Committee and Complaints process	July 09	LRJ/GA	Work with County post elections June 09	
13.	Training on Code of Conduct for new members and prospective candidates	Second half of 2010 and beyond	LRJ	Link in with Member Development Forum	
14.	Briefing on Local Democracy Bill	May 09	LRJ/GA	Briefing note tabled	
15.	Delegated decision making to Cabinet members	July 09	PN		
16.	New Code of Conduct	TBC			
17.	Licensing Code of Conduct	May	AC to attend May meeting to discuss further	Licensing to invite member of standards committee in order to re-consider whether code of conduct should be adopted – reference to how other authorities adopt a code and whether previous inspections have commented on the need	

18.	2009 Assembly of Standards Committees (12/13 October)	May 09	GA	Only 1 member so far	for one.
19.	Indemnification arrangements	May 09	Oral update PN		
20.	Council script "member conduct at meeting"	July 09	LRJ	Work needed to bring council script (designed in 2004) in line with Code of Conduct	
21.	Outcome of complaints and investigations	July 09	LRJ	Thought needed as to how to publicise the outcome of complaints to members/officers/general public	