

Standards Committee Work Programme – 4th February 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	<ul style="list-style-type: none"> ▪ Ongoing ▪ Feb 09 	<ul style="list-style-type: none"> ▪ 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	December 08 March 09	Gordon Armstrong (GA)	December return completed. Report to Standards Committee in February and May	√
3.	Revised Code of Conduct Consultation for Elected Members and Officers	To Government by 24 th December	<ul style="list-style-type: none"> ▪ LRJ 	Comments submitted to government in December and circulated to Standards Members	√
4.	Training on Standards Complaints Process :- <ul style="list-style-type: none"> ▪ Officers ▪ Members ▪ County 	<ul style="list-style-type: none"> ▪ December ▪ January and ongoing ▪ June 09 	<ul style="list-style-type: none"> ▪ LRJ/Peter Nicholls ▪ GA to arrange ▪ GA/PN 	Update to Standards Committee at each meeting	
5.	Training on Hearings and Investigations	<ul style="list-style-type: none"> ▪ 13th Feb 09 	<ul style="list-style-type: none"> ▪ LRJ 	Tie in with training already planned for members	
6.	Definition and guidance on “hearsay”	<ul style="list-style-type: none"> ▪ February 09 	<ul style="list-style-type: none"> ▪ PN 	Report to Standards Committee February	
7.	Improve Standards website and make links to other related sites, eg Standards Board for England	<ul style="list-style-type: none"> ▪ February 09 	<ul style="list-style-type: none"> ▪ LRJ/GA 	Ongoing work – will update at March Standards Committee	
8.	Wholesale revision of Members’ Register of Interests with each	<ul style="list-style-type: none"> ▪ February 09 	<ul style="list-style-type: none"> ▪ LRJ 	Draft form completed and ready to circulate to members.	

	member completing a new entry			Update Committee in March	
9.	Update of Gifts and Hospitality Register	▪ February 09	▪ LRJ	Combine with Register of Interests (no.8) above	
10.	Submit recommendations for legislative change to the LGA as requested by members following the report to Cabinet and Council	▪ December 08	▪ PN	Letter sent to LGA – no response received to date	√
11.	Policy on vexatious complaints about members	▪ February 09	▪ PN/LRJ	Report to Standards Committee in February	√
12.	Criteria on what constitutes a meeting – develop as part of review of political conventions (take into consideration impact on childcare and list of meetings attached to members allowance scheme	▪ February 09	▪ PN	Report to Standards Committee in February	√
13.	Develop flowchart/list of questions for members on Assessment and Review Sub-committees	▪ February 09	▪ GA	Report to Standards Committee In February	√
14.	Ensure effective interface with the Delivering Excellence programme ▪ invite speaker for the DE team to Standards Committee	▪ Ongoing ▪ February 09	▪ PN ▪ PN	Invite sent for March Standards Committee	
15.	Introduce programme of speakers to Standards Committee, eg Chief Executive	▪ From January 09	▪ LRJ	Standards Committee to identify who they wish to invite	
16.	Review Planning / Development Control Code of Conduct	▪ March 09	▪ PN/Anthony Cross	In progress	
17.	Consideration of whether a Licensing Code of Conduct is required	▪ March 09	▪ AC		
18.	Audit Commission Ethical Governance Training	▪ February – to be confirmed. May tie into (3) above	▪ PN/LRJ	Confirmed as March 20 th .	

19.	Revision of political conventions	▪ February 09	▪ PN	Report to Standards Committee	√
20.	Monitor response to the Corporate Assessment Ethical Framework	▪ March 09	▪ PN	Report to Standards Committee	
21.	Make links between Audit, Standards and Scrutiny committees ?cross over membership	▪ March 09	▪ PN/CP/LRJ	Report back to Standards Committee March 09	
22.	Publicising work of Committee and Complaints process	▪ June 09	▪ LRJ/GA	Work with County post elections June 09	
23.	Training on Code of Conduct for new members and prospective candidates	▪ May 2011 and beyond	▪ LRJ	Link in with Member Development Forum	
24.	Briefing on Local Democracy Bill	▪ March 09	▪ GA		