

Standards Committee 2010 Work Programme – March 2010

	Work area	Timescales	Lead	Description	Progress
Standing Items					
1.	Programme of speakers to Standards Committee, e.g. CEX	Ongoing	LRJ	To explore & develop the role key people play in the ethical governance of the council	
2.	Quarterly returns to Standards Board on Complaints against Members To include Derby, Nottm and Leics on a six monthly basis	March 10	LRJ	Report to compare Leicester with other Local Authorities in terms of numbers of cases and outcomes January – First half of 2009/10.	Information not on SfE website (Jan 10) Will report to March Committee
Special Reports					
1.	Review of revision of political conventions	March 10	PN	Report to Standards Committee	Monitoring Officer to confirm report date
2.	Review of complaints process to date	Jan 10 March 10	LRJ	A guide for members who are subject to complaint on what they can expect from the process. Also to include a point of contact for advice that is no the MO reported to January committee. Revised version to March. Will be uploaded on website	
3.	New Code of Conduct	TBC	LRJ/PN	Awaiting national agreement and guidance on new code	

4.	Scrutiny of current Officer Code of Conduct	TBC	PN	Agreed at May meeting of Standards Committee	
5.	Audit Commission	TBC	PN/LRJ	AC requested to attend Standards Committee six months in advance of next assessment to allow for challenge of previous findings but also what they will especially be looking for in next assessment	
6.	Officer support to Standards Committee	Jan 10	LRJ	Review to be undertaken of support required by Standards Committee concerning, in particular, capacity.	
Communications					
1.	Publicising work of Committee and Complaints process Chair to write formally to Leics Chair regarding relationship	Mar 10 Mar 10	LRJ	Proposals for revisions to website. Website to be updated by end April 10	
2.	Standards and Ward Meetings	TBC	LRJ	Proposal to publicise work of committee and possibly annual report through ward meetings (making Members responsible for explaining to their own constituents what their role is regarding Code.	
3.	Improve Standards website and make links to other related sites	TBC	LRJ/GA	Not yet started	
4.	Establish regular meetings between Chair, Monitoring Officer and Leader	Dec 09	PN/SB	To be programmed in for new municipal year - May 10 onwards	
5.	Independent Members to attend Cabinet meetings regularly to address different topics	Jan 10	SB/KM/ MR		

Training					
1.	Revise training for Planning & Development Control	June 10	AC/LRJ AC/LRJ	New training session planned for June 10 for new membership following Annual Council	
2.	Training on Code of Conduct for new members and prospective candidates	Second half of 2010 and beyond	LRJ	Link in with Member Development Forum	
3.	Training on Hearings	TBC To coincide with first investigation hearing	LRJ/PN	Believed to be best served by using a live case at the point of case reaching a hearing	
4.	Sessions for members on declarations of interests and on constitutional matters relating to Council	May 10	MO/LRJ	Requested following special council meeting in February 2010	
Completed					
	Delegated decision making to Cabinet members	Nov 09	PN	A report which will outline amendments to the delegated authority that will reside with Cabinet Leads	Complete
	District Audit Report on Ethical Governance	Sep 09	PN	July meeting requested this item brought to next meeting	Complete
	Briefing on Local Democracy Bill	Sep 09	LRJ/GA	Local Democracy Bill is going through parliament and will have some issues that it is useful for standards committee to have an awareness of	Complete
	Investigate why Nottingham have not received any complaints	Jul 09	GA	Explained within the yearly statistical report for Standards Committee on 16 th September	Complete

	Develop flowchart/list of questions for members on Assessment and Review Sub-committees	Feb 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	Complete
	Training on Investigations	13 th Feb 09			Complete
	Definition and guidance on "hearsay"	Feb 09	PN	Report to Standards Committee	Complete
	Revision of guidance	Mar 09	PN		Complete
	Training on Standards Complaints Process including ethical governance	20 Mar 09	LRJ/PN/ GA	To review in light of any changes to membership after May	Complete
	Ensure effective interface with the Delivering Excellence programme Invite speaker for the DE team to Standards Committee	Ongoing Mar 09	PN PN	Invite sent for March Standards Committee. Neil Sartorio to attend.	Complete
	Indemnification arrangements	May 09	Oral update PN		Complete
	Make links between Audit, Standards and Scrutiny committees	May 09	PN/CP/L RJ	Issue has been included on scrutiny development plan	Complete
	Licensing Code of Conduct	May 09	AC attended May	Licensing to invite member of standards committee. Terms of Reference to be shared with Standards members	Complete
	2009 Assembly of Standards Committees (12/13 October)	May 09	GA	Only 1 member so far to accompany Liz and Peter	Complete
	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.	Complete
	Corporate Governance Annual Report	Jul 09	PN		Complete

	Report on granting dispensations to Members	Jul 09	PN		Complete
	Report on mediation	Nov 09	PN	The Committee asked for further details as to what could be expected in the circumstances where an assessment sub-committee refer to MO for further action	
	Standards Annual Report to Council	Sep 09 – For Discussion Nov draft Jan Cabinet & Council	LRJ	Annual Report to Cabinet and Council January 2010	Complete
	Code of Practice – Member involvement in Licensing Decision Making	July 09 Jan 10	AC	Draft code of conduct reported to Cabinet in January 2010	Complete
	Revise Council script “member conduct at meeting”	Jan 10	PN/LRJ	Reported to Standards in January. Now included as part of Council script.	Complete
	Identify Cabinet Champion for Standards	Jan 10	SB/LRJ	Leader has been identified as lead on Standards	Complete
	Training for Members on Regulatory Committees, including annual refresher training	Jun 09	AC	Independent members to be invited to attend.	Complete