



Committee: STANDARDS COMMITTEE
Date: THURSDAY, 20 JANUARY 2011
Venue: LANCASTER TOWN HALL
Time: 10.00 A.M.

A G E N D A

1. **Apologies for Absence**
2. **Minutes**
Minutes of meeting held on 7th October, 2010 (previously circulated).
3. **Items of Urgent Business authorised by the Chairman**
4. **Declarations of Interest**
5. **Future of the Standards Regime - Provisions of the Localism Bill (Pages 1 - 7)**
Report of the Monitoring Officer
6. **Protocol on Emails sent to all Councillors (Pages 8 - 11)**
Report of the Monitoring Officer
7. **Whistleblowing Policy (Pages 12 - 13)**
Report of the Monitoring Officer
8. **Summary of Complaints (Pages 14 - 16)**
Report of the Monitoring Officer
9. **Work Programme (Pages 17 - 21)**
Report of the Monitoring Officer

ADMINISTRATIVE ARRANGEMENTS

(i) **Membership**

Councillors

Councillors Roger Dennison, Sheila Denwood, Janie Kirkman, Ian McCulloch,
Roger Mace, Roger Sherlock and Joyce Taylor

Independent Members

Stephen Lamley (Chairman), Tony James (Vice-Chairman), David Jordison, Sue McIntyre

Parish Council Representatives

Margaret Davy, Paul Gardner, Susan O'Brien and Frank Senior

(ii) Substitute Membership

Councillors

Councillors Keith Budden (Substitute), Sarah Fishwick (Substitute), John Gilbert (Substitute), Roger Plumb (Substitute), Ron Sands (Substitute) and Jude Towers (Substitute)

(iii) Queries regarding this Agenda

Please contact Peter Baines, Democratic Services - telephone 01524 582074, or email: pbaines@lancaster.gov.uk.

(iv) Changes to Membership, substitutions or apologies

Please contact Members' Secretary, telephone 582170, or alternatively email memberservices@lancaster.gov.uk.

MARK CULLINAN,
CHIEF EXECUTIVE,
TOWN HALL,
DALTON SQUARE,
LANCASTER, LA1 1PJ

Published on 11th January 2011.

STANDARDS COMMITTEE**Future of the Standards Regime - Provisions of the
Localism Bill
20th January 2011****Report of the Monitoring Officer****PURPOSE OF REPORT**

To advise Members of the provisions in the Localism Bill relating to the Standards regime, and the government's proposed transitional arrangements

This report is public

RECOMMENDATIONS

That the report be noted.

1.0 Introduction

- 1.1 As reported at the last meeting of the Committee, the government had in September 2010 announced its proposals to abolish the statutory standards regime. This has now been formalised in the Localism Bill which was published on the 13th December 2010.
- 1.2 The effect of Chapter 5 and Schedule 4 to the Bill is to abolish the regime contained in the Local Government Act 2000 and replace it with a more local regime. A relevant authority, the definition of which includes district councils and parish councils, will be under a duty to 'promote and maintain high standards of conduct by authority members and co-opted members'.
- 1.3 Whilst the power of the Secretary of State to issue a model code of conduct in England will be removed (and consequently the duty on authorities in England to adopt it), relevant authorities in England will be empowered to adopt a code 'dealing with the conduct that is expected' of authority members and co-opted members 'when they are acting in that capacity'.
- 1.4 A relevant authority may revise its existing code of conduct, adopt a code to replace its existing one or withdraw its existing code without replacing it. An authority 'may publicise its adoption, revision or withdrawal of a code of conduct in any manner that it considers appropriate'. The function of adopting, revising or withdrawing a code of conduct must be exercised by the authority and cannot therefore be delegated under section 101 of the Local Government Act 1972.
- 1.5 If a written allegation is made to an authority that a member has or may have

failed to comply with the code of conduct, an authority must 'consider whether it is appropriate to investigate the allegation' and, if it decides that it is, it must 'investigate the allegation in such manner as it thinks fit'. If a member is found to have breached the code of conduct, an authority 'may have regard to the failure' in deciding whether to take action and if so what action to take.

- 1.6 With regard to interests, the Bill enables the Secretary of State to make provision for requiring the Monitoring Officer to establish and maintain a register of member interests. Regulations may specify the financial and other interests that are to be registered, and may require a member to disclose an interest before taking part in business of the authority relating to an interest of a specified kind, or prevent or restrict the participation of a member having such an interest. Regulations may also provide for potential sanctions which an authority may impose (other than suspension or disqualification) for failure to comply, and may require copies of the register to be made publicly available. Regulations may also provide for dispensations to be granted..
- 1.7 It will be a criminal offence for a member without reasonable excuse to fail to register or disclose a specified interest or to breach relevant regulations. On conviction the court may by order disqualify a member for up to five years. However, a prosecution under this section may be mounted only by or on behalf of the Director of Public Prosecutions. No prosecution may be brought more than three years after the commission of the offence or (in the case of continuous contravention) after the last date on which the offence was committed. However, proceedings are usually likely to be brought within 12 months from 'the date on which evidence sufficient in the opinion of the prosecutor to warrant the proceedings came to the prosecutor's knowledge.'
- 1.8 The regime under the Local Government Act 2000 was perceived by the government to be unwieldy and cumbersome. However, since the publication of the Bill, concern has been expressed by commentators that there was after all much to be said for a national regime. Sir Christopher Kelly, Chairman of the Committee on Standards in Public Life, has commented, 'In the committee's view it is essential that there remains a national code of conduct so that both councillors and – most importantly – the public can judge what is acceptable behaviour and what is not. Leaving it up to each local authority to decide whether to have their own code and – if so – what it should contain, risks confusion. National codes of conduct govern the behaviour of MPs, civil servants and others in public life. Why are councillors judged to be different?'
- 1.9 The Localism Bill is unlikely to be enacted until late 2011 at the very earliest, and it is of course possible that changes will be made to its provisions as it progresses through parliament.
- 1.10 For the time being, the current standards regime will remain in force, and there will be transitional provisions once the Bill is enacted. The proposed transitional arrangements are set out in the attached document published by the Department for Communities and Local Government.

2.0 Proposal Details

- 2.1 The provisions of the Localism Bill are for noting at this stage, as there may be changes before the Bill is enacted. As the Bill progresses, it may be that national bodies, for example the LGA (Local Government Association) or ACSeS (Association of Council Secretaries and Solicitors) may consider drafting a national Code of Conduct which would provide uniformity, albeit not on a statutory basis. The Committee will be kept informed of any developments, with a view to advising on an appropriate Code of Conduct for the Council once the Bill is enacted.

- 2.2 Members will be aware that the Council at its meeting on the 17th November 2010 approved the reappointment of the Chairman and other independent and parish (subject to re-election) members of the Standards Committee until the implementation of any statutory changes to the standards regime. Whilst the Bill repeals the statutory provisions in the Local Government Act 2000 in respect of standards committees, it may be that Councils will wish to maintain “common law” standards committees, and again the LGA or ACSeS may provide guidance or advice on this in due course, and the Council will wish to consider its position..

- 2.3 As the existing regime is likely to remain in force until at least the end of 2011, the Monitoring Officer is of the view that it will be necessary to provide some training on the current Code of Conduct for new City and parish councillors following the elections in May.

3.0 Details of Consultation

- 3.1 There has been no consultation.

4.0 Options and Options Analysis (including risk assessment)

- 4.1 No options are presented at this stage. The purpose of the report is simply to update the Committee on the latest proposals.

5.0 Conclusion

- 5.1 The report is for noting.

<p>CONCLUSION OF IMPACT ASSESSMENT (including Diversity, Human Rights, Community Safety, Sustainability and Rural Proofing)</p> <p>None directly arising</p>
<p>LEGAL IMPLICATIONS</p> <p>The report sets out the proposed legal provisions.</p>
<p>FINANCIAL IMPLICATIONS</p> <p>None directly arising from this report. Any financial implications for the Council would only become clear once the Bill is enacted.</p>

OTHER RESOURCE IMPLICATIONS

Human Resources:

None

Information Services:

None

Property:

None

Open Spaces:

None

SECTION 151 OFFICER'S COMMENTS

The Section 151 Officer has been consulted and has no further comments.

MONITORING OFFICER'S COMMENTS

The Monitoring Officer has prepared the report in her capacity as adviser to the Committee.

BACKGROUND PAPERS

Localism Bill

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Abolition of the Standards Board regime

The Standards Board regime

The Coalition Agreement *Our Programme for Government* included the commitment to “abolish the Standards Board regime”.

The Government considers that the Standards Board regime, consisting of a centrally prescribed model code of conduct, standards committees with the power to suspend a local authority member and regulated by a central quango was inconsistent with the principles of localism. In addition there is a concern that the regime is a vehicle for vexatious or politically motivated complaints.

The Government considers that it is the right and the responsibility of the electorate to determine who represents them and that the abolition of the regime will restore power to local people.

Accordingly, given the interdependencies of the bodies, requirements and guidance that constitute the Standards Board regime, the Government is proposing to abolish the regime in its entirety.

Subject to Parliament approving the necessary legislation, the changes are as follows:

- The Relevant Authorities (General Principles) Order 2001, which sets out the principles which govern the conduct of members and co-opted members of relevant authorities in England and police authorities in Wales, will be revoked.
- The Local Authorities (Model Code of Conduct) Order 2007 (S.I 2007/1159) which prescribes the model code of conduct to apply to members of relevant authorities, will be revoked.
- The requirement for local authorities to have standards committees will be abolished.
- Standards for England (formally known as the Standards Board for England) will be abolished. Established by the Local Government Act 2000 and the regulator for local authority standards committees, the Standards Board requires primary legislation to abolish it and its legislative functions. None of the Standards Boards functions will be transferred to other bodies.

- The First-tier Tribunal (Local Government Standards in England), the independent judicial tribunal established as a disciplinary body to hear and determine references and appeals concerning the conduct of local authority councillors, will lose its jurisdiction over the conduct of local authority members.

It is intended to effect the abolition of the Standards Board regime through the Localism Bill. It is anticipated that the Bill will be laid before Parliament in December and will receive Royal Assent late-2011.

The present conduct regime (a model code governing local authority members' conduct and enforced through local authority standards committees, regulated in turn by the Standards Board for England), will continue to function in a normal manner, considering, investigating and determining allegations of misconduct, until a fixed date ("the appointed day"), probably two months after the Bill receives Royal Assent.

This means that until the appointed day, an allegation of misconduct can be made; after the appointed day, no further allegations of misconduct can be made under the standards board regime. It also means that at the appointed day, allegations will be in the process of investigation and, further, that appeals against sanctions will be pending. Transitional measures will be put in place to address this.

Proposed transitional measures

Any cases in the system at the appointed day will make their way through a transitional regime. This would meet the expectation of those who had made allegations that their allegations would be properly dealt with. It also enables that if a member has an allegation made against them, they should have the opportunity to clear their name.

The Government propose that any investigations being undertaken by Standards for England transfer, on the appointed day, to the local authority that referred the investigation. It will be for that local authority to arrange for the conclusion of the investigation. The local authority's standards committee will remain established until the last complaint it is considering, referred either internally or from Standards for England, has been dealt with.

Any cases with which the First-tier Tribunal (Local Government Standards in England) is dealing on the appointed day will be concluded by that tribunal. It will not receive any appeals against standards committee rulings after that date.

The right of appeal will not exist for those cases standards committees deal with as they work their way through the transitional system. The Government considers that the risk of protracted proceedings justifies this approach. The sanctions available to standards committees are significantly less severe than the sanctions available to the First-tier Tribunal (Local Government Standards in England).

Further, the Government propose that the suspension sanction is removed from standards committees for the transitional period. Hence the most a standards

committee could do is, for instance, to issue a councillor with a censure or a request that they undergo training.

The conduct regime in a post-Standards Board world

The Government is committed to maintaining high standards of conduct in office and will ensure that, in the absence of a statutory code of conduct, councillors do not abuse their office for personal gain by putting their personal interests before those of the general community or local area that they represent. Members will be required to continue to register and declare personal interests and will not be allowed to use their position improperly for personal gain. The Government intend that wilful failure to comply with these requirements will constitute a criminal offence.

The requirement for local authorities to adopt a model code of conduct and for local authority members to abide by that code will be abolished. However, local authorities will be free to adopt their own, voluntary code of conduct should they so wish.

The requirement to maintain a standards committee will be abolished. However, local authorities will be free, should they choose, to establish voluntary standards committees to consider complaints about the conduct of elected and co-opted members. Such committees will, according to councils' local constitutions, be able to censure but will not be able to suspend or disqualify members from council membership.

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STANDARDS COMMITTEE

Protocol on Emails sent to all Councillors 20th January 2011

Report of the Monitoring Officer

PURPOSE OF REPORT

To seek the Committee's views as to whether any action needs to be taken or guidelines set out to limit the sending of emails by councillors to all other councillors.

This report is public

RECOMMENDATIONS

- (1) **The views of the Committee are sought, which would then be forwarded as recommendations to the Council Business Committee.**

1.0 Introduction

- 1.1 Members of the Committee may recall that complaint 1/2010 related to emails sent by a Councillor, which he copied to all other councillors. During the course of the investigation and hearing process, the Councillor continued to copy all councillors into a number of emails, and the Monitoring Officer received a complaint from a Member about the practice.
- 1.2 The complainant stated, "I do feel that flooding every councillor's email box with letters that are not applicable to them in any way, shape or form seems as though it puts unnecessary pressure on other councillors with their email reading. I do understand that LCC employees have restrictions about what can be emailed to full council (ie all employees). Therefore, to see what would need to be done for the same rules applying to councillors in terms of list emails needing to be for announcements, what would be the procedure? I am hearing complaints from other councillors about receiving these inappropriate emails that have nothing to do with them."
- 1.3 There is currently in the Outlook Address List, an address "all councillors" which is available for any internal user to send emails to all members of the Council.
- 1.4 There is also a distribution group "all internal users" which covers all officers, but not members. However, this is not included in the Outlook Address List, so the full address has to be typed in, and in practice this is known to and available to only a limited number of officers in Information Services and

Communications, who may need to pass urgent messages to all officers. There is no written protocol as to the use of the “all internal users” address; but in practice it is rarely used except for matters of great importance or urgency.

- 1.5 In responding to the complaint, the Monitoring Officer advised that it was not appropriate for officers to dictate which members are sent emails by other members, and that officers assumed that members would be reasonable and sensible in the way they used email. However, the matter could be considered by the Standards Committee if there was a feeling among members that a protocol was required.
- 1.6 The complainant responded, “I do entirely agree that it is a reasonable presumption that councillors will be sensible in their usage of email, particularly email lists. However, it unfortunately does not seem as though this is not entirely true anymore, particularly over the past year or so. As I stated in my previous email, I am hearing complaints from other councillors about getting faster-filling email boxes due to 'junk' coming through the full council email lists. I understand that email lists can be extremely convenient if an announcement needs to be made, eg a meeting time/place assembly or change. However, it does not seem as though all councillors are using their best judgement prior to emailing the full council list and therefore it may be something that requires the examination of the Standards Committee. If you feel that it is appropriate, I do wish to submit a formal request for the Standards Committee to consider any possible guidelines or recommendations for the usage of email lists/groups. Perhaps a similar set of guidelines to those imposed on LCC employees for their email usage/habits should be extended to council members.”
- 1.7 The views of the Committee are therefore being sought.

2.0 Proposal Details

- 2.1 The “all councillors” email address does make it easy to send and copy emails to all members, and the Committee may feel that it would be appropriate to withdraw the address from the Outlook Address List, and make it only available to officers in Governance who have a routine need to circulate information to all members. This is one approach which the Committee may wish to consider.
- 2.2 However, it would still be possible for emails to be sent to all or a number of members by entering the appropriate email address for each. In particular, members of the public may wish to contact all or a number of councillors by email about a particular issue. Once an email has been sent in this way, it is very easy for a member to “reply to all”, so that the reply is sent to the whole of the original circulation list. This means that removing the “all councillors” email address may not be a complete solution to the problem. Most members will be proficient in emailing, but in any training provided for new members, it would be possible to stress the need to be selective in who a reply is sent to. If the Committee does not consider that this would be sufficient, guidance could be included in future versions of the Members’ Computer Usage and Policy document.
- 2.3 However, Members may consider that the problem is not sufficiently serious to merit any action and that it would be better simply to rely on the

reasonableness and good sense of members in dealing with emails.

3.0 Details of Consultation

3.1 There has been no consultation.

4.0 Options and Options Analysis (including risk assessment)

	Option 1: Remove “all councillors” from Outlook Address list	Option 2: Provide training and or written guidelines on emailing	Option 3: Take no action
Advantages	May reduce number of internal emails	May promote more responsible email usage	Allows members to be reasonable and use their own judgment
Disadvantages	Inconvenient for officers and members who might genuinely need to contact all members	Does not allow members to use their own judgment	
Risks	Other means of emailing all councillors are available	As above, guidelines might be too prescriptive	May not reduce the number of unwelcome emails

If the Committee felt that some action was necessary, this could be either option 1 or option 2, or both.

5.0 Conclusion

5.1 The Committee’s views are sought, and will be passed on to the Council Business Committee.

<p>CONCLUSION OF IMPACT ASSESSMENT (including Diversity, Human Rights, Community Safety, Sustainability and Rural Proofing)</p> <p>None directly arising from this report.</p>
<p>LEGAL IMPLICATIONS</p> <p>None directly arising from this report.</p>
<p>FINANCIAL IMPLICATIONS</p> <p>There would be minimal resource implications in taking the action set out in options 1 or 2.</p>

OTHER RESOURCE IMPLICATIONS

Human Resources:

None

Information Services:

None

Property:

None

Open Spaces:

None

SECTION 151 OFFICER'S COMMENTS

The Section 151 Officer has been consulted and has no further comments.

MONITORING OFFICER'S COMMENTS

The report has been prepared by the Monitoring Officer in her capacity as the adviser to the Committee

BACKGROUND PAPERS

None

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Ref:

STANDARDS COMMITTEE

**WHISTLEBLOWING POLICY
20th January 2011**

Report of the Monitoring Officer

PURPOSE OF REPORT

To report on the operation of the Council's Whistleblowing Policy.

This report is public

RECOMMENDATIONS

(1) That the report be noted.

1.0 Report

1.1 Members will recall that the Committee reviewed the Council's Whistleblowing Policy at its meeting in January 2009, and approved an amended policy. The Monitoring Officer reports annually in January each year on the operation of the Whistleblowing Policy.

1.2 During the past year no concerns have been lodged under the Whistleblowing Policy.

1.3 When no concerns are raised under the Whistleblowing Policy it is always difficult to assess whether this is because there are no concerns, or because employees do not know how to raise concerns or are reluctant to do so. The amended Policy was drawn to the attention of all employees in February 2009, and this was repeated through First Brief in February 2010, and a further reminder will be given in next month's First Brief.

1.4 The Monitoring Officer will continue to submit annual reports on the operation of the Policy.

2.0 Conclusion

2.1 The report is for noting.

CONCLUSION OF IMPACT ASSESSMENT

(including Diversity, Human Rights, Community Safety, Sustainability and Rural Proofing)

None arising from this report.

FINANCIAL IMPLICATIONS

None arising from this report.

SECTION 151 OFFICER'S COMMENTS

The Section 151 Officer has been consulted and has no further comments.

LEGAL IMPLICATIONS

None arising from this report.

MONITORING OFFICER'S COMMENTS

The report has been prepared by the Monitoring Officer in her role as adviser to the Standards Committee.

BACKGROUND PAPERS

None

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Ref:

STANDARDS COMMITTEE**SUMMARY OF COMPLAINTS****20th January 2011****Report of the Monitoring Officer****PURPOSE OF REPORT**

To provide the Committee with a summary of recent finalised complaints of alleged breach of the Code of Conduct.

This report is public

RECOMMENDATIONS

(1) That the report be noted

1.0 Introduction

1.1 A summary of complaints received is normally presented to the Committee at six monthly intervals at its meetings in April and October. However, as a number of complaints were ongoing at the time of the October meeting, which have now been finalised, an updated summary has been brought to this meeting.

2.0 Details

2.1 The attached table summarises the complaints that have been finalised since the October meeting, and confirms that there are, at the time of writing this report, no outstanding complaints.

3.0 Details of Consultation

3.1 There has been no consultation.

4.0 Options and Options Analysis (including risk assessment)

4.1 The overview of complaints is for noting.

CONCLUSION OF IMPACT ASSESSMENT

(including Diversity, Human Rights, Community Safety, Sustainability and Rural Proofing)

None arising from this report.

FINANCIAL IMPLICATIONS

None directly arising from this report.

SECTION 151 OFFICER'S COMMENTS

The Section 151 Officer has been consulted and has no further comments.

LEGAL IMPLICATIONS

None directly arising from this report.

MONITORING OFFICER'S COMMENTS

The report has been prepared by the Monitoring Officer in her capacity as adviser to the Standards Committee.

BACKGROUND PAPERS

None

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Ref:

STANDARDS COMMITTEE 20TH JANUARY 2011 – SUMMARY OF COMPLAINTS

REF	SUBJECT MEMBER	COMPLAINANT	DATE OF COMPLAINT	DATE OF ASSESSMENT SUB-COMMITTEE	SUMMARY OF COMPLAINT	OUTCOME
1/10	City Councillor	City Councillor	28/1/10	4/2/10	Failing to treat with respect	Hearing 6th September 2010. Finding of breach of paras 3(1) and 5 of the Code of Conduct. Sanction – undertaking further training and issuing written apologies. Member's application to the First Tier Tribunal for leave to appeal was refused. Suspension served in default of apologies/training.
2/10	City Councillor	City Councillor	4/3/10	25/3/10	Disclosure of confidential information	Referred to Monitoring Officer for investigation. Hearing 4th November 2010. Finding of breach of para 4. Sanction - censure
3/10	6 members of Morecambe Town Council	Morecambe Town Councillor	31/3/10	15/4/10	Bullying and failing to treat with respect	Referred to Standards for England, who investigated and found no breach of the Code of Conduct
4/10	2 City Councillors	City Councillor	10/9/10	16/9/10	Failing to treat with respect	No further action . Review requested, and review confirmed no action
5/10	Morecambe Town Councillor	6 members of Morecambe Town Council	15/10/10	27/10/10	Failing to treat with respect, bullying, compromising impartiality of those who work for the Council, preventing access to information, bringing office/authority into disrepute, use of resources	No further action. No request for review.

STANDARDS COMMITTEE**WORK PROGRAMME
20th January 2011****Report of the Monitoring Officer****PURPOSE OF REPORT**

To enable the Committee to consider the work programme for the forthcoming year.

This report is public

RECOMMENDATIONS

(1) That the work programme for 2011 be approved.

1.0 Introduction

1.1 A work programme for 2010 was approved by the Committee in January 2010, and was updated at each meeting during the year.

2.0 Proposal Details

2.1 The 2010 work programme has been further updated, and a copy is attached. The proposed work programme for 2011 is attached to this report.

2.2 Given the uncertain future for the Standards Committee in the light of the proposals in the Localism Bill, referred to elsewhere in this agenda, and the uncertainty as to what alternatives may be available once the statutory Standards regime is abolished, it is difficult to plan for the future

2.3 The work programme can be updated as and when required.

3.0 Details of Consultation

3.1 There has been no consultation.

4.0 Options and Options Analysis (including risk assessment)

4.1 The Committee is asked to approve the work programme for 2011. It is open to the Committee to make amendments to the attached draft.

CONCLUSION OF IMPACT ASSESSMENT

(including Diversity, Human Rights, Community Safety, Sustainability and Rural Proofing)

None arising from this report.

FINANCIAL IMPLICATIONS

None directly arising from this report.

SECTION 151 OFFICER'S COMMENTS

The Section 151 Officer has been consulted and has no further comments.

LEGAL IMPLICATIONS

None directly arising from this report.

MONITORING OFFICER'S COMMENTS

The report has been prepared by the Monitoring Officer in her capacity as adviser to the Standards Committee.

BACKGROUND PAPERS

None

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Ref:

STANDARDS COMMITTEE – WORK PROGRAMME 2010

NO	ACTION	MEETING DATE	PROGRESS
1.	Consider any further government consultation on proposed revised Code of Conduct	April 2010 (or special meeting to coincide with consultation)	Overtaken by the new government's proposals and the Localism Bill.
2.	Consider revised Code of Conduct and arrangements for implementation	April or June 2010, or special meeting depending on timing	Overtaken by the new government's proposals and the Localism Bill.
3.	Consider training requirements on new Code of Conduct for city and parish councillors	June 2010 or special meeting depending on timing	Overtaken by the new government's proposals and the Localism Bill. Need to consider what training is necessary given that the Code of Conduct will still be in place until the Localism Bill is enacted
4.	Receive information about number of Code of Conduct complaints received and action taken	April and October 2010	Ongoing
5.	Annual review of registration of interests	June 2010	Completed
6..	Dealing with requests for dispensations	As and when required	Sub-Committee met on the 8th January 2010
7..	Dealing with Code of Conduct complaints	Sub-Committees as and when required	Sub-Committees met as and when required
8.	Review operation of the Whistleblowing Policy	January 2010 and annually	Report January 2010
9.	Review result of ethical governance survey	April 2010	Results of survey considered October 2010
10.	Review of Member/Officer Relations Protocol	January 2010	Completed January 2010
11.	Review complaints and assessment documentation and procedure	October 2010	Completed October 2010

STANDARDS COMMITTEE – WORK PROGRAMME 2011

NO	ACTION	MEETING DATE	PROGRESS
1.	Consider the proposals in the Localism Bill and the options for a standards regime once that Bill is enacted.	January 2011, April 2011 and subsequent meetings	
2.	Consider training requirements on Code of Conduct for city and parish councillors following the May 2011 elections in the light of the progress of the Localism Bill.	April 2011	
3.	Receive information about number of Code of Conduct complaints received and action taken	April and October 2011	
4..	Dealing with requests for dispensations	As and when required	
5.	Dealing with Code of Conduct complaints	Sub-Committees as and when required	
6..	Review operation of the Whistleblowing Policy	January 2011	Report on this agenda.