

**WORK PROGRAMME FOR STANDARDS COMMITTEE - 2008**

<b>MEETING</b>	<b>ITEM</b>	<b>REPORT REQUIRED</b>	<b>ETHICAL AUDIT ACTION PLAN REFERENCE</b>	<b>COMMUNICATIO NS STRATEGY ACTION PLAN REFERENCE</b>	<b>COMPLETE D?</b>
14 January 08	Members' Register of Interests on Website.	Progress report.		Obj 1, Action 4	√
	SBE Case Review 2007	Information report.			√
	Review advice to officers and Members in relation to membership of Outside Bodies and potential conflicts	Suggested amendments to guidance document.			√
	Training	Progress report.			√
	Community Fund Allocation Dispensations	Update report.			√
	Citizen's Panel Questionnaire Results	Information report.			√
	Feedback from Independent Members' Forum	Information report.			√
	*Complaints and findings from the Standards Board	Standing report in relation to complaints relevant to NYCC, recent findings and developments nationally.		Obj 5	√ (ongoing)
	Work Programme for 2008	Setting out draft Programme for approval.			√

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3 March 08	Officers' Code of Conduct and Register of Interests.	Progress report.		Obj 5, Action 1	(ongoing)
	New Protocol on Gifts and Hospitality	Setting out draft new Protocol for Committee's consideration.			√
	Corporate Complaints and Compliments Report	Periodic report from Chief Executive's Unit.			√ (ongoing)
	*Complaints and findings from the Standards Board	Standing report.		Obj 5	√ (ongoing)
	Work Programme	Standing report.			√ (ongoing)
2 June 08	Annual Report of Standards Committee	Report presenting draft Annual Report, to be presented to meeting of County Council on 23 July 2008.			√
	Local filtering of complaints <i>(deferred from March meeting)</i>	Update report re progress of legislation.			√ (ongoing)
	Members' Attendance at Committees <i>(deferred from March meeting)</i>	Periodic report from Head of Committee Services.			√ (ongoing)

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	Council's statement re standards <i>(deferred to September meeting)</i>	Periodic update report as to use made of statement.			
	Statement re role of senior managers in ethical framework <i>(deferred to September meeting)</i>	Periodic update report as to use made of statement.			
	Council's ethical statement for stakeholders. <i>(deferred to September meeting)</i>	Progress report on how statement is being used.			
	CEO and Leader general ethics statement <i>(deferred to September meeting)</i>	Progress report on how statement is being used.			
	Committee's Communications Strategy	Review effectiveness of Strategy.			√ (ongoing)
	*Complaints and findings from the Standards Board	Standing report.		Obj 5	√ (ongoing)
	Work Programme	Standing report.			√ (ongoing)
1 September 08	Training Plan 2009	Setting out suggestions for training for next year and including attendance at recent standards training and results of training audit.			

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	Council's statement re standards <i>(deferred from June meeting)</i>	Periodic update report as to use made of statement.			Possibly include all agreed statements in an NY Times article?
	Statement re role of senior managers in ethical framework <i>(deferred from June meeting)</i>	Periodic update report as to use made of statement.			
	Council's ethical statement for stakeholders. <i>(deferred from June meeting)</i>	Progress report on how statement is being used.			
	CEO and Leader general ethics statement <i>(deferred from June meeting)</i>	Progress report on how statement is being used.			
	Complaints and Ethical Indicators Report <i>(deferred to next meeting)</i>	Periodic report from Chief Executive's Unit.			
	Independent Member appointment 2009	To consider the position of the Chairman's term of office which will end in May 2009.			
	*Complaints and findings from the Standards Board	Standing report.		Obj 5	√ (ongoing)

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	Work Programme	Standing report.			√ (ongoing)
10 November 2008	Feedback from Annual Assembly TRAINING SESSION or possible independent Member interviews?				

**Items to be reported back:**

<u>Item</u>	<u>Action Required</u>	<u>Current Progress</u>	<u>Report to which future meeting?</u>	<u>Completed?</u>
Officers' Code of Conduct and Register of Interests.	Periodic update reports required.	Ongoing roll out of Register.		
Historical registration of Members' Interests forms – retention period.	To update Members after further consultation with other authorities and the Council's Data Protection Officer.	Consultation in hand.		
Council's statement re standards	Periodic update reports as to use required.			
Statement re role of senior managers in ethical framework	Periodic update reports as to use required.			

Statement for stakeholders	Periodic update reports as to use required.			
Standards Training (Members and Officers)	Periodic review of Training Plan and training delivered.			
Online standards documentation	Update standards information on NYCC website and intranet			
Monitor use of dispensations granted by Committee	Periodic reports to be submitted to the Committee.			
Annual Report of Standards Committee	Annually.			
Annual review of Ethical Audit Action Plan (end of year)	Annually.			
Members' Attendance at Committees	Periodic reports to be submitted to the Committee.			
Committee's Communications Strategy	Review periodically.			
Independent Member appointments	When required.			
Citizens' Panel Questionnaire	Repeat exercise every few years.			
Standards Bulletin	Periodic Bulletins throughout the year.			