

NORTH YORKSHIRE COUNTY COUNCIL

STANDARDS COMMITTEE

2 February 2009

**Work Programme 2009**

**1.0 PURPOSE OF REPORT**

- 1.1 To consider the Committee's future Work Programme.

**2.0 BACKGROUND**

- 2.1 At its first meeting each year, the Standards Committee agrees a forward programme of work in relation to the ethical agenda, which is reviewed at each meeting of the Committee.
- 2.2 The Work Programme incorporates action points from the Authority's Ethical Audit Action Plan.

**3.0 WORK PROGRAMME**

- 3.1 A proposed Work Programme for 2009 is attached at Appendix 1 for Members' information and comments.
- 3.2 The item re the Complaints and Ethical Indicators Report has been deferred until later in the year. The last such report to the Standards Committee in March 2008 covered the period 1.4.07 - 19.2.08: in order to assist Officers in compiling the statistical information and to supply the Committee with details of a full year's statistics, the report has been listed for the May 2009 meeting.
- 3.3 Last autumn the Committee considered whether to add to its Work Programme the issue of looking into, from an ethical perspective, the Council's procedures regarding surveillance over employees under the relevant legislation and the way in which any information gained is held. The Committee felt that there may be some overlap with other parts of the Authority which may be looking at such matters and requested that the issue be discussed with the Corporate Director Finance and Central Services before the item was placed on the Committee's Work Programme. Discussions are taking place with the Director and an oral update will be given at the meeting.
- 3.4 Members are requested to consider the Work Programme and whether they would wish to make any changes or include any other items.

**4.0 RECOMMENDATIONS**

- 4.1 That, subject to any comments they may have, Members agree the Standards Committee's Work Programme for 2009 attached at Appendix 1.

CAROLE DUNN

Assistant Chief Executive (Legal and Democratic Services) and Monitoring Officer

Background Papers:

None

County Hall  
NORTHALLERTON

21 January 2009

**WORK PROGRAMME FOR STANDARDS COMMITTEE - 2009**

\* standing items for each meeting

MEETING	ITEM	REPORT REQUIRED	ETHICAL AUDIT ACTION PLAN REFERENCE	COMMUNICATIONS STRATEGY ACTION PLAN REFERENCE	COMPLETED?
2 February 2009	Training Plan 2009	Setting out suggestions for training for the year			Report to be presented to meeting (ongoing)
	Member Induction Training 2009	Setting out the plans for Members' induction training after elections on 4 June 2009.		Obj 6, Action 1	Report to be presented to meeting
	Dispensation Requests	Report presenting requests for dispensations.			Report to be presented to meeting
	Complaint Assessment Procedure	Report presenting draft local complaint assessment procedure for Members' agreement.			Report to be presented to meeting
	Appointment of Independent Member	Report re recruitment process for independent Member position currently held by the Chair of the Committee and which expires June 09.			Report to be presented to meeting
	Corporate Complaints and Compliments Report	Periodic report from Chief Executive's Unit.			Report to be presented to meeting (ongoing)

MEETING	ITEM	REPORT REQUIRED	ETHICAL AUDIT ACTION PLAN REFERENCE	COMMUNICATIONS STRATEGY ACTION PLAN REFERENCE	COMPLETED?
	Members' and Officers' Codes of Conduct consultation	Progress report.		Obj 5, Action 1	Report to be presented to meeting (ongoing)
	Standards Bulletin	Report presenting draft Standards Bulletin for approval for circulation.			Report to be presented to meeting (ongoing)
	*Complaints and findings from the Standards Board	Standing report in relation to complaints relevant to NYCC, recent findings and developments nationally.		Obj 5	Report to be presented to meeting (ongoing)
	*Work Programme for 2009	Setting out draft programme of work for 2009 for Members' approval.  A standing report re review of Work Programme set will be considered at each meeting.			Report to be presented to meeting (ongoing)
18 May 2009	Committee's Communications Strategy	Review Strategy and any action to be taken under it.			Report to be presented to meeting (ongoing)
	Annual Report of Standards Committee	Report presenting draft Annual Report, of the Committee. Report to cover period 1 April 2008 to 31 March 2009.  To be presented to meeting of County Council on 17 June 2009.			Report to be presented to meeting

MEETING	ITEM	REPORT REQUIRED	ETHICAL AUDIT ACTION PLAN REFERENCE	COMMUNICATIONS STRATEGY ACTION PLAN REFERENCE	COMPLETED?
	Use made of standards statements	Progress report of the use made of the various standards statements.			Report to be presented to meeting (ongoing)
	Use made of Dispensations Granted	Report setting out the use made of dispensations previously granted by the Committee.			Report to be presented to meeting
	Local Ethical Framework Developments	Report setting out any standards developments – new Code of Conduct expected summer 09.			Report to be presented to meeting
	Appointment of Independent Member	<p>Update report re recruitment process for independent Member position currently held by the Chair of the Committee and which expires June 09.</p> <p>Committee to agree its recommendations to full council on 17 June 2009 re candidate to be appointed.</p>			Report to be presented to meeting
	Corporate Complaints and Ethical Indicators report	<p>Report presenting statistical information.</p> <p>The ethical indicators' information to cover the period 1 April 2008 to 31 March 2009.</p>			Report to be presented to meeting

MEETING	ITEM	REPORT REQUIRED	ETHICAL AUDIT ACTION PLAN REFERENCE	COMMUNICATIONS STRATEGY ACTION PLAN REFERENCE	COMPLETED?
	Members' Attendance at Committees	<p>Periodic report from Democratic Services Manager.</p> <p>The report should record the number of attendance of Councillors at meetings of the County Council and its Committees for the period 1 April 2008 to 31 March 2009.</p>			Report to be presented to meeting
	Standards Bulletin	Report presenting draft Standards Bulletin for approval for circulation.			Report to be presented to meeting (ongoing)
	*Complaints and findings from the Standards Board	Standing report.		Obj 5	Report to be presented to meeting (ongoing)
	*Work Programme	Standing report.			Report to be presented to meeting (ongoing)
21 September 2009	Standards Bulletin	Report presenting draft Standards Bulletin for approval for circulation.			Report to be presented to meeting (ongoing)
	Local Ethical Framework Developments	Report setting out any standards developments – new Code of Conduct expected summer 09.			Report to be presented to meeting

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	Corporate Complaints and Compliments Report	Periodic report from Chief Executive's Unit.			Report to be presented to meeting (ongoing)
	Training Plan	Progress report.			Report to be presented to meeting (ongoing)
	*Complaints and findings from the Standards Board	Standing report.		Obj 5	Report to be presented to meeting (ongoing)
	*Work Programme	Standing report.			Report to be presented to meeting (ongoing)
30 November 2009	Standards Bulletin	Report presenting draft Standards Bulletin for approval for circulation.			Report to be presented to meeting (ongoing)
	Local Ethical Framework Developments	Report setting out any standards developments – new Code of Conduct expected summer 09.			Report to be presented to meeting
	Annual Assembly 2009	Verbal report back from those who attended the Annual Assembly			Verbal report to be presented to meeting

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	*Complaints and findings from the Standards Board	Standing report.		Obj 5	Report to be presented to meeting (ongoing)
	*Work Programme	Standing report. NB: include annual review of Ethical Audit Action Plan			Report to be presented to meeting (ongoing)

**Items to be reported back**

Independent Member appointments – when required.

Citizens' Panel Questionnaire – repeat exercise every few years and compare results.