

**WORK PROGRAMME FOR STANDARDS COMMITTEE - 2009**\* *standing items for each meeting*

<b>MEETING</b>	<b>ITEM</b>	<b>REPORT REQUIRED</b>	<b>ETHICAL AUDIT ACTION PLAN REFERENCE</b>	<b>COMMUNICATION S STRATEGY ACTION PLAN REFERENCE</b>	<b>COMPLETED ?</b>
2 February 2009	Training Plan 2009	Setting out suggestions for training for the year			Report 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 presented to meeting
	Dispensation Requests	Report presenting requests for dispensations.			Report presented to meeting
	Complaint Assessment Procedure	Report presenting draft local complaint assessment procedure for Members' agreement.			Report 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 presented to meeting

MEETING	ITEM	REPORT REQUIRED	ETHICAL AUDIT ACTION PLAN REFERENCE	COMMUNICATION S STRATEGY ACTION PLAN REFERENCE	COMPLETED ?
	Corporate Complaints and Compliments Report	Periodic report from Chief Executive's Unit.			Report presented to meeting (ongoing)
	Members' and Officers' Codes of Conduct consultation	Progress report.		Obj 5, Action 1	Report presented to meeting (ongoing)
	Standards Bulletin	Report presenting draft Standards Bulletin for approval for circulation.			Report 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 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 presented to meeting (ongoing)
18 May 2009	Committee's Communications Strategy	Review Strategy and any action to be taken under it.			Report presented to meeting (ongoing)

MEETING	ITEM	REPORT REQUIRED	ETHICAL AUDIT ACTION PLAN REFERENCE	COMMUNICATION S STRATEGY ACTION PLAN REFERENCE	COMPLETED ?
	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 presented to meeting
	Use made of standards statements	Progress report of the use made of the various standards statements.			Report presented to meeting (ongoing)
	Use made of Dispensations Granted	Report setting out the use made of dispensations previously granted by the Committee.			Report presented to meeting
	Local Ethical Framework Developments	Report setting out any standards developments – new Code of Conduct expected summer 09.			Report presented to meeting (as part of Complaints & Findings report)

MEETING	ITEM	REPORT REQUIRED	ETHICAL AUDIT ACTION PLAN REFERENCE	COMMUNICATION S STRATEGY ACTION PLAN REFERENCE	COMPLETED ?
	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 presented to meeting
	<i>Corporate Complaints and Ethical Indicators report</i>	<p><i>Report presenting statistical information.</i></p> <p><i>The ethical indicators' information to cover the period 1 April 2008 to 31 March 2009.</i></p>			<i>Report to be deferred to September meeting</i>
	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 presented to meeting
	Standards Bulletin	Report presenting draft Standards Bulletin for approval for circulation.			Report presented to meeting (ongoing)

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	*Complaints and findings from the Standards Board	Standing report.		Obj 5	Report presented to meeting (ongoing)
	*Work Programme	Standing report.			Report 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)
	Committee's Communications Strategy	Report setting out complete review of Strategy.			Report to be presented to meeting (ongoing)
	<i>Local Investigation and Determination Protocols</i>	<i>Report to present detailed procedures.</i>			<i>Report to be deferred to November meeting</i>
	Local Ethical Framework Developments	Report setting out any standards developments – new Members' Code of Conduct expected Autumn 09.			Report to be presented to meeting (as part of Complaints & Findings report)

MEETING	ITEM	REPORT REQUIRED	ETHICAL AUDIT ACTION PLAN REFERENCE	COMMUNICATION S STRATEGY ACTION PLAN REFERENCE	COMPLETED ?
	Corporate Complaints and Compliments and Ethical Indicators Report (deferred from May meeting)	Periodic report from Chief Executive's Unit. Report presenting statistical information. The ethical indicators' information to cover the period 1 April 2008 to 31 March 2009.			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)

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	Local Investigation and Determination Protocols	Report to present detailed procedures.  (deferred from September meeting).			Report to be presented to meeting
	Local Ethical Framework Developments	Report setting out any standards developments – new Members' Code of Conduct expected late Autumn 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
	*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.