

NORTH YORKSHIRE COUNTY COUNCIL

STANDARDS COMMITTEE

10 May 2010

Work Programme 2010

1.0 PURPOSE OF REPORT

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

2.0 BACKGROUND

- 2.1 At each of its meetings, the Standards Committee reviews its forward programme of work. The current Work Programme is attached at Appendix 1.
- 2.2 The Work Programme incorporates action points from the Authority's Ethical Audit Action Plan.

3.0 WORK PROGRAMME

- 3.1 Given the size of the Committee's agenda for its meeting on 10 May, the entry re 'Members' Attendance at Committees' for this meeting of the Committee has been amended by deferring it until the Committee's September meeting.
- 3.2 Given that the new model Code of Conduct for Members has not yet been published, the item for this meeting re 'Local Ethical Framework Developments' has been covered in the separate Complaints and Findings report to this meeting (as indicated would be the case in the Work Programme).
- 3.3 A new entry has been added to the September meeting section regarding a 'Procedure for granting dispensations to officers to engage in political activities', a new function which was given, by law, to standards committees upon the implementation of the new local standards framework in May 2008. No such applications have yet been received, but it is sensible to start to look at introducing a procedure for the Committee to follow in dealing with any such matters in the future.
- 3.4 The section at the end of the Programme listing items to be reported back has been updated.
- 3.5 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 Members consider this report and review the Standards Committee's Work Programme.

CAROLE DUNN

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

Background Papers:

Standards Committee minutes for meetings held in 2009/2010

County Hall
NORTHALLERTON

29 April 2010

WORK PROGRAMME FOR STANDARDS COMMITTEE - 2010

* standing items for each meeting

MEETING	ITEM	REPORT REQUIRED	ETHICAL AUDIT ACTION PLAN REFERENCE	COMMUNICATIONS STRATEGY ACTION PLAN REFERENCE	COMPLETED?
1 February 2010	Protocol for Officers' Gifts and Hospitality	Report to present draft Protocol for Members' consideration.			Report presented to meeting
	Dispensation Requests from County Committee for Hambleton	Report presenting requests for dispensations.			Report presented to meeting
	SFE Report "Assessing the Impact of Standards Committees"	Report presenting the SFE research report for Members' information.			Report presented to meeting
	Annual Assembly 2009	Oral report back from those who attended.			Oral report to meeting
	* Standards Bulletin	Report presenting draft Standards Bulletin for approval for circulation.			Report presented to meeting
	* Complaints and findings/guidance from Standards for England	Standing report in relation to complaints relevant to NYCC, recent findings and developments nationally.		Obj 5	Report presented to meeting
	* Work Programme for 2010	Setting out draft programme of work for 2010 for Members' approval. A standing report re review of			Report presented to meeting

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		Work Programme set will be considered at each meeting.			
	TRAINING on rising of Committee – Standards for England DVD on Local Assessment				Copies of DVD passed to two Members remaining after Committee meeting.
5 February 2010 SPECIAL MEETING	Appointment of Independent Member	Standards Committee to decide on the interview panel's recommendations and determine its own recommendations to full Council regarding the appropriate candidates to be appointed.			Representations made to meeting
10 May 2010	LEADER TO BE INVITED TO ATTEND (ALONG WITH GROUP LEADERS)				
	Local Ethical Framework Developments	Report setting out any significant standards developments eg new Members' Code of Conduct (originally expected Autumn 09, for implementation May 2010) or Officers' Code of Conduct.			Report to be presented to meeting (but as part of Complaints & Findings report if no significant developments)
	Annual Report of Standards Committee	Report presenting draft Annual Report, of the Committee. Report to cover period 1 April 2009 to 31 March 2010. To be presented to meeting of County Council on 19 May 2010.			Report to be presented to meeting

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	Standards for England Annual Return	Report presenting Annual Return made to Standards for England by Monitoring Officer.			Report to be presented to meeting
	Annual Review of Ethical Audit Action Plan	Report to review progress made in completing Action Plan items.			Report to be presented to meeting
	Committee's Communications Strategy	<p>Report to review progress made in completing items contained in action list.</p> <p>Report to cover whether it is an opportune time to publish a standards article in the NY Times.</p>			Report to be presented to meeting
	Appointment of Standards Committee Independent Member to Audit Committee	Report to cover appointment process re Standards Committee independent Member position on Audit Committee.			Report to be presented to meeting
	Protocol for Officers' Gifts and Hospitality	Report to review progress on development of the Protocol.			Report to be presented to meeting
	Appointment and Training of Independent Members	Update report re recruitment process for independent Member positions currently held by the Chair of the Committee and Ms Fleming and arrangements for induction training for new independent Members.			Report to be presented to meeting
	Training Plan 2010	Reviewing standards training planned/undertaken for the year.			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
	<i>Members' Attendance at Committees (Deferred until September meeting)</i>	<i>Periodic report from Democratic Services Manager. The report should record the number of attendance of Councillors at meetings of the County Council and its Committees for the period 1 April 2009 to 31 March 2010.</i>			<i>Report to be presented to meeting</i>
	* Standards Bulletin	Standing report.			Report to be presented to meeting
	* Complaints and findings from the Standards Board	Standing report. To also request the Committee to consider whether it should be represented at the Annual Assembly 2010 and, if so, who should attend.		Obj 5	Report to be presented to meeting
	* Work Programme	Standing report.			Report to be presented to meeting
13 September 2010	CHIEF EXECUTIVE OFFICER TO BE INVITED TO ATTEND (if possible, given start date).				
	Local Ethical Framework Developments	Report setting out any significant standards developments eg new Members' Code of Conduct			Report to be presented to meeting (but as

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		(originally expected Autumn 09, for implementation May 2010) or Officers' Code of Conduct.			part of Complaints & Findings report if no significant developments)
	Corporate Complaints and Compliments and Ethical Indicators Report	<p>Periodic report from Chief Executive's Unit.</p> <p>Report presenting statistical information.</p> <p>The ethical indicators' information to cover the period 1 April 2009 to 31 March 2010.</p>			Report to be presented to meeting
	Procedure for granting dispensations to officers to engage in political activities	Report from Monitoring Officer to present draft procedure for the Committee in dealing with such applications.			Report to be presented to meeting
	Members' Attendance at Committees <i>(deferred from May meeting)</i>	<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 2009 to 31 March 2010.</p>			Report to be presented to meeting
	Officers' Code of Conduct and Registers of Interests and Gifts and Hospitality	Update report from Monitoring Officer as to progress.			Report to be presented to meeting
	E-learning package for Officers re standards	Update report from Monitoring Officer as to progress.			Report to be presented to meeting

MEETING	ITEM	REPORT REQUIRED	ETHICAL AUDIT ACTION PLAN REFERENCE	COMMUNICATIONS STRATEGY ACTION PLAN REFERENCE	COMPLETED?
	Citizens' Panel Questionnaire	Report from Monitoring Officer as to whether it is an appropriate time to repeat the survey.			Report to be presented to meeting
	Joint Standards Committees	Report from Monitoring Officer as to results of further consideration of opportunities for joint standards working.			Report to be presented to meeting
	Joint Standards Working	Report from Monitoring Officer as to opportunities to work with other authorities in the promotion of ethical standards.			Report to be presented to meeting
	Local Authority Partners' ethical obligations	Report from Monitoring Officer as to ways in which NYCC could ensure partners had appropriate ethical principles in place.			Report to be presented to meeting
	Review of Standards Information online	Report from Monitoring Officer as to the standards information and documentation currently published on the Council's website and intranet.			Report to be presented to meeting
	Use made of standards statements	Progress report of the use made of the various standards statements and ways in which the standards regime has been promoted generally by the Authority.			Report to be presented to meeting
	Use made of Dispensations Granted	Report setting out the use made of dispensations previously granted by the Committee.			Report to be presented to meeting

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	* Standards Bulletin	Standing report.			Report to be presented to meeting
	* Complaints and findings from the Standards Board	Standing report.		Obj 5	Report to be presented to meeting
	* Work Programme	Standing report.			Report to be presented to meeting
8 November 2010	TRAINING				

Items to be reported back

- **Protocol for Officers' Gifts and Hospitality**
- **Officers' Code of Conduct and Registers of Interests and Gifts and Hospitality**
- **E- standards training course for officers**

- **New Standards Committee Member induction – when required**
- **Independent Member appointments – when required**
 - Ms Hilary Bainbridge: term of office to commence 19.5.10 until annual Council meeting in 2014.
 - Mr Henry Cronin: term of office ends 16.12.12
 - Mr James DGLISH: term of office ends 19.5.10
 - Mrs Hilary Gilbertson MBE: term of office to commence 1.3.10 until 28.2.14
 - Dr Janet Holt: term of office ends 2011

- **Use made of Dispensations Granted**
- **Review of Dispensations about to expire**

- **Standards Training Plan**
- **Promotional work undertaken**
 - Citizens' Panel Questionnaire – repeat exercise every few years and compare results.
 - Standards articles in NY Times
 - Publication of Standards Bulletin in Mey Messages
 - Use made of standards statements
 - Review standards information on website and intranet
- **Leader, Group Leaders and Chief Executive Officer to be invited to attend the first meeting of the Committee each year.**