

## NORTH YORKSHIRE COUNTY COUNCIL

### STANDARDS COMMITTEE

28 November 2011

#### Work Programme 2011

#### **1.0 PURPOSE OF REPORT**

1.1 To consider the Committee's 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**.

#### **3.0 WORK PROGRAMME**

3.1 The Work Programme has been amended since the Committee's last meeting to reflect that the meeting in August was cancelled and the meeting in October deferred to today, instead of the usual November training session. This was to enable substantive developments in relation to the ethical framework to be reported to Members. Work regarding the following entries for those meetings has been put on hold pending developments regarding the Localism Act:

- ◆ Committee's Communications Strategy;
- ◆ Annual Review of Ethical Audit Action Plan;
- ◆ Corporate Complaints and Compliments and Ethical Indicators Report.

3.2 To ensure that other matters in which the Committee has been involved are tracked and reviewed as necessary (without undertaking any work which may ultimately prove abortive in the longer term), pending the outcome of the changes to the standards regime, such matters have been listed at the end of the Work Programme.

3.3 Now that the Localism Act 2011 has received Royal Assent, and can therefore inform the future work of the Committee, a focussed Work Programme for 2012 will be brought to the first meeting of the Committee next year.

3.4 Members are requested to consider the Work Programme and whether they would wish to make any changes or include any other items at this stage.

#### **4.0 RECOMMENDATIONS**

4.1 That Members consider the Standards Committee's Work Programme for 2011 attached at Appendix 1.

CAROLE DUNN  
Monitoring Officer

Background Papers:

Minutes of Standards Committee meetings in 2011

County Hall  
NORTHALLERTON

18 November 2011

**WORK PROGRAMME FOR STANDARDS COMMITTEE - 2011**

\* standing items for each meeting

MEETING	ITEM	REPORT REQUIRED	ETHICAL AUDIT ACTION PLAN REFERENCE	COMMUNICATIONS STRATEGY ACTION PLAN REFERENCE	COMPLETED?
24 January 2011	Appointment of Vice-Chair of Committee	No report required. Deferred from September 2010 meeting.			
	Local Ethical Framework Developments	Report setting out significant standards developments arising out of Decentralisation and Localism Bill.			Report presented to meeting
	Appointment of Independent Member	Standards Committee to consider an appropriate recruitment process regarding the independent member position currently held by Dr Holt (term of office expires May 2011).			Report presented 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

MEETING	ITEM	REPORT REQUIRED	ETHICAL AUDIT ACTION PLAN REFERENCE	COMMUNICATIONS STRATEGY ACTION PLAN REFERENCE	COMPLETED?
	* Work Programme for 2011	Setting out draft programme of work for 2011 for Members' approval.  A standing report re review of Work Programme set will be considered at each meeting.			Report presented to meeting
16 May 2011	<b>CEO and Leader invited to attend (along with Group Leaders)</b>				
	Local Ethical Framework Developments	Report setting out significant standards developments arising out of Decentralisation and Localism Bill.			Report presented to meeting
	Annual Report of Standards Committee	Report presenting draft Annual Report, of the Committee. Report to cover period 1 April 2010 to 31 March 2011.  To be presented to meeting of County Council in May 2011.			Report presented to meeting
	Training Plan 2011	Reviewing standards training planned/undertaken for the year.			Report presented to meeting
	Corporate Complaints and Compliments Report	Periodic report from Chief Executive's Unit, to cover: <ul style="list-style-type: none"> <li>• Quarter 2 2010/11 (July to September 2010)</li> <li>• Quarter 3 2010/11 (October to December 2010)</li> </ul>			Report 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 2010 to 31 March 2011.</p>			Report presented to meeting
	* Standards Bulletin	Standing report.			Report presented to meeting
	* Complaints and findings from the Standards Board	Standing report.		Obj 5	Report presented to meeting
	* Work Programme	Standing report.			Report presented to meeting
<b>1 August 2011</b> <b>MEETING</b> <b>CANCELLED</b>	Local Ethical Framework Developments	Report setting out significant standards developments arising out of Decentralisation and Localism Bill.			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 presented to meeting

MEETING	ITEM	REPORT REQUIRED	ETHICAL AUDIT ACTION PLAN REFERENCE	COMMUNICATIONS STRATEGY ACTION PLAN REFERENCE	COMPLETED?
	Members' Attendance at Committees	Update report from Democratic Services Manager.			Report to be presented to meeting
	* Standards Bulletin	Report presenting draft Standards Bulletin for approval for circulation.			Report to be 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 to be presented to meeting
	* Work Programme	Standing report.			Report to be presented to meeting
<b>31 October 2011 MEETING DEFERRED UNTIL NOVEMBER</b>	Local Ethical Framework Developments	Report setting out significant standards developments arising out of Decentralisation and Localism Bill.			Report to be presented to meeting
	Annual Review of Ethical Audit Action Plan	Report to review progress made in completing Action Plan items.			Report presented to meeting

MEETING	ITEM	REPORT REQUIRED	ETHICAL AUDIT ACTION PLAN REFERENCE	COMMUNICATIONS STRATEGY ACTION PLAN REFERENCE	COMPLETED?
	Corporate Complaints and Compliments and Ethical Indicators Report	Periodic report from Chief Executive's Unit, to cover: <ul style="list-style-type: none"> <li>• Quarter 4 2010/11 (January to March 2011), as comprised within the Annual Report on Compliments and Complaints.</li> <li>• Quarter 1 2011/12 (April to June 2011)</li> </ul> [Quarter 2 2011/12 (July to September 2011) only goes to Management Board on 15.11.11.]  Report to also present statistical information on agreed ethical indicators, to cover the period 1 April 2010 to 31 March 2011.			Report to be presented to meeting
	* 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
28 November 2011	TRAINING  Part of the Committee's training session to be used as an opportunity for Members to consider how they would like the Standards Committee to be conducted in the future.				

## **Future Items/items to be reported back – subject to developments under the Localism Act 2011**

- **Leader, Group Leaders and Chief Executive Officer to be invited to attend the first meeting (usually) of the Committee each year.**
- **Discussion with new Chief Executive Officer** - CEO to attend SC early 2011.
  
- **Outcome of Group Leaders Discussion with Committee 10 May 2010** - Last considered by Committee on 13 September 2010. To inform future work of Committee.
  
- **Officers' Code of Conduct ("Standards of Conduct Procedure")** - Last considered by Committee on 13 September 2010. To be reviewed in the future, when the situation is clearer regarding the proposed changes to the standards regime and the introduction of a new model Officers' Code of Conduct.
- **Officers' Registers of Interests and Gifts and Hospitality**
- **Protocol for Officers' Gifts and Hospitality** - Last considered by Committee on 10 May 2010.
- **E- standards training course for officers**
- **Procedure for granting dispensations to officers to engage in political activities**
  
- **Standards for England Protocol for Partnership Working.** Last considered by Committee on 13 September 2010. Monitoring Officer to report back in due course, when the situation is clearer regarding the proposed changes to the standards regime.
- **Local Authority Partners' ethical obligations** – Last considered by Committee on 13 September 2010. Monitoring Officer to report back in due course with update as to ways in which NYCC could ensure partners had appropriate ethical principles in place.
- **Joint Standards Committees** – Last considered by Committee on 13 September 2010. Monitoring Officer to report back in due course
- **Joint Standards working** – Last considered by Committee on 13 September 2010. Monitoring Officer to report back in due course
  
- **Standards Committee Guide for Subject Members** - Last considered by Committee on 13 September 2010.
- **Periodic report back from MO re Complaint Feedback Questionnaire responses** - Last considered by Committee on 13 September 2010.
  
- **Standards Training Plan**
- **New Standards Committee Member induction – when required**
  
- **Independent Member appointments – as and 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
  - **Mrs Hilary Gilbertson MBE:** term of office to commence 1.3.10 until 28.2.14
  - **Dr Janet Holt:** term of office ends on date of the Annual Council Meeting in May 2011
  
- **Use made of Dispensations Granted** Last considered by Committee on 13 September 2010. Monitoring Officer to report back in due course.
- **Review of Dispensations about to expire**
  
- **Promotional work undertaken**



- **Citizens' Panel Questionnaire** – repeat exercise every few years and compare results.
- **Standards articles in NY Times**
- **Publication of Standards Bulletin in Key Messages**
- **Use made of standards statements.** Last considered by Committee on 13 September 2010. Monitoring Officer to report back in due course.
- **Review standards information on website and intranet.** Last considered by Committee on 13 September 2010. Information to be updated and Monitoring Officer to report back in due course.