

## STANDARDS COMMITTEE: WORK PLAN

| Date                   | Item  | Description   | Contact Officer / Member                             |
|------------------------|---|---|--|
| <b>April</b>           |   |   |  |
| Photographer to attend |   |   |  |
| 12/04/10               | Chairman's Report                             | To receive feedback on the Chairman's meetings with the Council leadership.   | Simon Edge   |
| 12/04/10               | Annual Report (Draft)                         | To agree an Annual Report for Standards Committee to be reported to Annual Council, circulated to officers and publish on the SCC website.  | Cheryl Hardman/Elaine Bayfield                       |
| 12/04/10               | Member/Officer Protocol                       | To review sections of the Member/Officer Protocol relating to Member/officer behaviour and relations (paragraphs 16 and 17), in light of other authorities' protocols, to ensure that the Protocol adequately addresses expected behaviours, and recommend any changes to Council by May 2010.<br>(A Governance Task Group recommendation). | Ann Charlton/Allan Wells                             |
| 12/04/10               | Promoting the work of Standards Committee     | To consider how to promote the work of Standards Committee more widely. (A Governance Task Group recommendation).   | Elaine Bayfield                                      |
| 12/04/10               | Governance Task Group                         | To review the report and decision of the Cabinet 9 December 2009.   | Elaine Bayfield                                      |
| <b>June</b>            |   |   |  |
| 14/06/10               | Nomination of Chairman                        | To select and nominate an Independent Chairman to the next meeting of Council.  | Ann Charlton   |
| 14/06/10               | Recruitment Update                            | To provide an update on the recruitment of two Independent Representatives.<br>To review the number and diversity of applications, the efficiency of the recruitment process and the effectiveness of the induction programme.  | Elaine Bayfield                                      |
| 14/06/10               | Complaints Handling Performance – end of year | To ensure that the Council's complaints procedures are effective. (Six monthly reviews from this point forward). To include an update following the meeting on 2 October and a subsequent letter from Mr Simon Edge to the Head of Customer Services.   | Loulla Woods/ Jessica Brooke/Mona Saad/Simon Pollock |

| <b>Date</b>      | <b>Item</b>   | <b>Description</b>  | <b>Contact Officer / Member</b>        |
|------------------|---|---|--|
| 14/06/10         | Proposed amendment to Constitution to restrict right to attend confidential meetings of the Standards Sub-Committees to 'demonstrated need to know basis' | Committee recommendation to 23 March Council referred back for further consideration.     | Rachel Crossley                        |
| <b>July</b>      |   |   |  |
| 23/07/10         |   |   |  |
| <b>September</b> |   |   |  |
| 3/09/10          |   |   |  |
| <b>October</b>   |   |   |  |
| 29/10/10         |   |   |  |
| <b>December</b>  |   |   |  |
| 13/12/10         | Complaints Handling Performance – end of year   | To ensure that the Council's complaints procedures are effective. (Next review June 2011) | Loulla Woods/ Jessica Brooke/Mona Saad |
|                  |   |   |  |
|                  |   |   |  |

To be scheduled:

Training on hearings  
Ethical Governance toolkit – self-assessment  
Comments and Complaints – standing item