

## STANDARDS COMMITTEE

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Meeting to be held in Civic Hall, Leeds, LS1 1UR on  
Thursday, 16th October, 2008 at 2.00 pm

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### MEMBERSHIP

#### Independent Members

Mike Wilkinson (Chair)	(Independent Member)
Rosemary Greaves	(Independent Member)
Philip Turnpenny	(Independent Member)

#### Councillors

D Blackburn  
C Campbell  
JL Carter  
J Elliott  
E Nash

#### Parish Members

Councillor Mrs P Walker	Pool in Wharfedale Parish Council
Councillor John C Priestley	East Keswick Parish Council

# A G E N D A

Item No	Ward	Item Not Open		Page No
1			<p><b>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</b></p> <p>To consider any appeals in accordance with Procedure Rule 25 of the Access to Information Procedure Rules (in the event of an Appeal the press and public will be excluded)</p> <p>(*In accordance with Procedure Rule 25, written notice of an appeal must be received by the Chief Democratic Services Officer at least 24 hours before the meeting)</p>	
2			<p><b>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</b></p> <p>1 To highlight reports or appendices which officers have identified as containing exempt information, and where officers consider that the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons outlined in the report.</p> <p>2 To consider whether or not to accept the officers recommendation in respect of the above information.</p> <p>3 If so, to formally pass the following resolution:-</p> <p><b>RESOLVED</b> – That the press and public be excluded from the meeting during consideration of the following parts of the agenda designated as containing exempt information on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information, as follows:-</p>	

Item No	Ward/Equal Opportunities	Item Not Open		Page No
3			<p><b>LATE ITEMS</b></p> <p>To identify items which have been admitted to the agenda by the Chair for consideration</p> <p>(The special circumstances shall be specified in the minutes)</p>	
4			<p><b>DECLARATION OF INTERESTS</b></p> <p>To declare any personal/prejudicial interests for the purpose of Section 81(3) of the Local Government Act 2000 and paragraphs 8 to 12 of the Members' Code of Conduct</p>	
5			<p><b>MINUTES OF THE PREVIOUS MEETINGS</b></p> <p>To approve the minutes of the Standards Committee meetings held on the 1<sup>st</sup> July 2008 and 14<sup>th</sup> July 2008 and to consider any matters arising.</p>	1 - 10
6			<p><b>MINUTES OF THE CORPORATE GOVERNANCE AND AUDIT COMMITTEE</b></p> <p>To note the minutes of the Corporate Governance and Audit Committee meetings held on 18<sup>th</sup> June 2008 and 30<sup>th</sup> June 2008.</p>	11 - 22
7			<p><b>PARISH AND TOWN COUNCIL TRAINING</b></p> <p>To consider a report of the Head of Scrutiny and Member Development outlining the results of a review of training provision, and containing proposals for further training for Parish and Town Councillors in Leeds.</p>	23 - 36
8			<p><b>PARISH AND TOWN COUNCIL ANNUAL AUDIT 2007</b></p> <p>To consider a report of the Assistant Chief Executive (Corporate Governance) outlining the results of the Parish Council Annual Audit and proposals for addressing these results.</p>	37 - 46

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9			<p><b>ETHICAL FRAMEWORK TRAINING AND AWARENESS PROGRAMME FOR OFFICERS</b></p> <p>To consider a report of the Chief Officer (Human Resources) outlining the steps that have been taken to implement the Ethical Framework Training and Awareness Programme proposed in December 2007.</p>	47 - 58
10			<p><b>ETHICAL AUDIT 2007: RESULTS AND PROPOSALS FOR ACTION</b></p> <p>To consider a report of the Assistant Chief Executive (Corporate Governance) outlining the results of the Ethical Audit 2007, and proposals for action to address those results.</p>	59 - 76
11			<p><b>STANDARDS BOARD FOR ENGLAND ANNUAL REVIEW 2007-08</b></p> <p>To consider a report of the Assistant Chief Executive (Corporate Governance) outlining the contents of the Standards Board for England Annual Review 2007-08.</p>	77 - 82
12			<p><b>COMPLAINTS REFERRED TO THE STANDARDS BOARD FOR ENGLAND FROM 1ST OCTOBER 2007 TO 9TH MAY 2008</b></p> <p>To consider a report of the Assistant Chief Executive (Corporate Governance) detailing the number of complaints referred to the Standards Board for England in relation to Members of Leeds City Council and local Parish or Town Councillors within the area, and the outcome of those complaints.</p>	83 - 96
13			<p><b>STANDARDS COMMITTEE COMMUNICATIONS PLAN</b></p> <p>To consider a report of the Assistant Chief Executive (Corporate Governance) reviewing the Standards Committee Communications Plan and including any proposals for amendment.</p>	97 - 110

Item No	Ward/Equal Opportunities	Item Not Open		Page No
14			<p><b>LOCAL GOVERNMENT CHRONICLE AWARD ENTRY</b></p> <p>To consider a report of the Assistant Chief Executive (Corporate Governance) detailing the entry submitted on behalf of the authority to be considered for the Standards and Ethics Award category in 2009.</p>	111 - 122
15			<p><b>STANDARDS COMMITTEE WORK PROGRAMME</b></p> <p>To receive a report of the Assistant Chief Executive (Corporate Governance) outlining the contents of the work programme for the rest of the 2008/09 municipal year.</p>	123 - 128