

## STANDARDS COMMITTEE

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Meeting to be held in Civic Hall, Leeds, LS1 1UR on  
Wednesday, 16th December, 2009  
at 2.00 pm

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### MEMBERSHIP

#### Independent Members

Mike Wilkinson (Chair)	(Independent Member)
Joanne Austin	(Independent Member)
Rosemary Greaves	(Independent Member)
Philip Turnpenny	(Independent Member)
Gordon Tollefson	(Reserve Independent Member)

#### Councillors

D Blackburn  
C Campbell  
JL Carter  
RD Feldman  
R Gettings  
J Harper  
B Selby

#### Parish Members

Councillor Mrs P Walker	Pool in Wharfedale Parish Council
Councillor John C Priestley	East Keswick Parish Council
Councillor Paul Cook	Morley Town 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 MEETING</b></p> <p>To approve the minutes of the Standards Committee meeting held on 15<sup>th</sup> October 2009.</p>	1 - 6
6			<p><b>MINUTES OF THE REVIEW SUB-COMMITTEE</b></p> <p>To note the minutes of the Review Sub-Committee meeting held on 11<sup>th</sup> November 2009.</p>	7 - 8
7			<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 30<sup>th</sup> September and 12<sup>th</sup> November 2009.</p>	9 - 20
8			<p><b>CODE OF CORPORATE GOVERNANCE</b></p> <p>To receive a report of the Assistant Chief Executive (Corporate Governance) advising Standards Committee of proposed amendments to the Code of Corporate Governance.</p>	21 - 38

Item No	Ward/Equal Opportunities	Item Not Open		Page No
9			<p><b>STANDARDS COMMITTEE MEDIA PROTOCOL</b></p> <p>To receive a report of the Assistant Chief Executive (Corporate Governance) reviewing the Standards Committee Media Protocol, and considering the steps to be taken to publicise the complaints process.</p>	39 - 46
10			<p><b>STANDARDS COMMITTEE COMMUNICATIONS PLAN</b></p> <p>To receive a report of the Assistant Chief Executive (Corporate Governance) reviewing the Standards Committee Communications Plan, and seeking approval of the proposed amendments.</p>	47 - 56
11			<p><b>REVIEW OF LOCAL ASSESSMENT ARRANGEMENTS</b></p> <p>To receive a report of the Assistant Chief Executive (Corporate Governance) providing an update on the amendments agreed to the administrative processes which underpin the local assessment arrangements, and notifying members of the Standards Committee of any further issues raised during the last ten months.</p>	57 - 80
12			<p><b>STANDARDS COMMITTEE HALF YEAR PROGRESS REPORT</b></p> <p>To receive a report of the Assistant Chief Executive (Corporate Governance) seeking comments from the Standards Committee on the draft report advising the Corporate Governance and Audit Committee of the work completed by the Standards Committee to date in the 2009/10 Municipal Year.</p>	81 - 88

Item No	Ward/Equal Opportunities	Item Not Open		Page No
13			<p><b>STANDARDS FOR ENGLAND ANNUAL ASSEMBLY</b></p> <p>To receive a report of the Assistant Chief Executive (Corporate Governance) advising Members of the Committee of the Eighth Annual Assembly of Standards Committees which took place on 12<sup>th</sup> &amp; 13<sup>th</sup> October 2009 at the International Convention Centre (ICC) in Birmingham.</p>	89 - 94
14			<p><b>STANDARDS FOR ENGLAND ANNUAL REVIEW 2008/09</b></p> <p>To receive a report of the Assistant Chief Executive (Corporate Governance) outlining the contents of Standards for England's Annual Review 2008/09.</p>	95 - 100
15			<p><b>ADJUDICATION PANEL FOR ENGLAND: DECISIONS OF CASE TRIBUNALS</b></p> <p>To receive a report of the Assistant Chief Executive (Corporate Governance) providing summaries of recent decisions made by the Adjudication Panel for England in its role of determining allegations of misconduct.</p>	101 - 114
16			<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 draft work programme for the remainder of the 2009/10 municipal year.</p>	115 - 120