

STANDARDS COMMITTEE - WORK PROGRAMME 2008/09

ITEM	DESCRIPTION	RESPONSIBLE OFFICER/NOTES
Meeting date: Tuesday 16th December 2008 – The deadline for reports for this meeting is Friday 21st November 2008		
Consultation on the Code of Conduct for Members and Officers	To consider the Council's response to the Communities and Local Government consultation document on the Code of Conduct for Members and Officers to be submitted by 24 th December 2008.	Senior Corporate Governance Officer Amy Kelly
Adjudication Panel Decisions/Notable Cases	Six monthly report detailing the most recent Adjudication Panel decisions and any other notable standards cases.	Senior Corporate Governance Officer Amy Kelly
Three monthly review of the Local Assessment arrangements	To receive a report outlining the operation of the local assessment arrangements so far, and any proposals for amendment.	Principal Corporate Governance Officer Kate Sadler
Standards Board for England Annual Assembly	To receive a report on the recent Standards Board Annual Assembly, and feedback from those Members of the Committee who attended.	Corporate Governance Officer Laura Ford
Standards Committee Media Protocol	To consider a report outlining some amendments to the Standards Committee Media Protocol in light of the local assessment process and guidance from the Standards Board for England.	Principal Corporate Governance Officer Kate Sadler
Local Investigations	To receive a report detailing the arrangements in place to conduct local investigations, and outlining the updated Standards Board advise with regard to conducting investigations and Standards Committee Determinations.	Principal Corporate Governance Officer Kate Sadler

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Ethical Arrangements in Partnerships	To receive a report detailing the draft ethical components of the toolkit for partnerships.	Principal Corporate Governance Officer Kate Sadler
Review of the Code of Practice for the Determination of Planning Matters	To report to the Standards Committee regarding whether the arrangements set out in the Code have been complied with and including any proposals for amendment in light of any issues that have arisen throughout the year.	Chief Planning Officer Phil Crabtree, Head of Development and Regulatory Caroline Allen
Meeting date: Tuesday 17th February 2009 – The deadline for reports for this meeting is Friday 23rd January 2009		
Draft Standards Committee Annual Report 2008/09	To seek Members' input on content of the Standards Committee annual report 2008/09. The report provides proposals and suggestions for content, and a draft report.	Senior Corporate Governance Officer Amy Kelly
Annual report on the Monitoring Officer Protocol	The Monitoring Officer will report to the Standards Committee regarding whether the arrangements set out in the Protocol have been complied with and will include any proposals for amendments in the light of any issues that have arisen during the year.	Principal Corporate Governance Officer Kate Sadler
Ethical Audit Action Plan – Progress Report	To receive a report outlining the progress against the Ethical Audit Action Plan over the last six months.	Principal Corporate Governance Officer Kate Sadler

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ITEM	DESCRIPTION	RESPONSIBLE OFFICER/NOTES
<p>Meeting date: Tuesday 21st April 2009 – The deadline for reports for this meeting is Friday 27th March 2009</p>		
<p>Final Standards Committee Annual Report 2008/2009</p>	<p>To seek Member's approval for the final draft of the Standards Committee Annual Report 2008/2009.</p>	<p>Senior Corporate Governance Officer Amy Kelly</p>
<p>Adjudication Panel Decisions/Notable Cases</p>	<p>Six monthly report detailing the most recent Adjudication Panel decisions and any other notable standards cases.</p>	<p>Senior Corporate Governance Officer Amy Kelly</p>
<p>Code of Practice for the Determination of Licensing Matters</p>	<p>To receive a report outlining whether the arrangements set out in the Code have been complied with and will include any proposals for amendment in light of any issues that have arisen throughout the year.</p>	<p>Section Head Licensing and Enforcement Gill Marshall</p>
<p>Standards Committee Procedure Rules</p>	<p>The Monitoring Officer will report to the Committee on how the "gate-keeping" role has been discharged, in respect of preliminary investigations of local complaints under paragraph 8.2, and where she decided that no further action should be taken, under paragraph 8.3. The Monitoring Officer will report to the Standards Committee annually on whether the arrangements set out in this procedure have been complied with, and will include any proposals for amendments in the light of any issues that have arisen during the year.</p>	<p>Principal Corporate Governance Officer Kate Sadler</p>

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ITEM	DESCRIPTION	RESPONSIBLE OFFICER/NOTES
<u>Unscheduled Items</u>		
Officer Code of Conduct	Approval of a revised Leeds City Council Officer Code of Conduct following receipt of the Model Code. ¹	Chief Officer (Human Resources) Lorraine Hallam
Politically Restricted Posts	To receive a report setting out details of the Council's new requirements for considering appeals against politically restricted posts and how the Chief Officer (Human Resources) proposes to comply with them under the new duty given to Standards Committees. ²	Head of Human Resources Alex Watson
Protocol for Elected Members/Officer Relations and Protocol for Elected Members / Education Leeds Relations	The Monitoring Officer will report to the Standards Committee regarding whether the arrangements set out in the Protocols have been complied with and will include any proposals for amendments in the light of any issues that have arisen during the year.	Senior Corporate Governance Officer Amy Kelly
Results of the Parish profile and actions taken	The Monitoring Officer and Chair of the Standards Committee will report to the Standards Committee regarding the results of the Parish profile based on the Parish Council Annual Audit returns, and any action taken.	Senior Corporate Governance Officer Amy Kelly

¹ Consultation on the new officer Code of Conduct will close on 24th December 2008. It is anticipated that the new Officer Code will be released prior to the Annual Meeting in 2009.

² Regulations regarding this process are not due to be released until later in 2008.