

## STANDARDS COMMITTEE - WORK PROGRAMME 2009/10

ITEM	DESCRIPTION	RESPONSIBLE OFFICER/NOTES
<b>Meeting date: 17<sup>th</sup> February 2010</b>		
Draft Standards Committee Annual Report 2009/10	To seek Members' input on content of the Standards Committee annual report 2009/10. The report provides proposals and suggestions for content, and a draft report.	Corporate Governance Officer Laura Ford
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.	Senior Corporate Governance Officer Amy Kelly
Standards Committee Training Plan	To receive a report reviewing the Standards Committee training plan, and seeking the Committee's approval of any amendments to the plan.	Corporate Governance Officer Laura Ford
Local Assessment Progress Report	To receive a six-monthly progress report in relation to Local Assessment.	Senior Corporate Governance Officer Amy Kelly
Review of Effectiveness of Standards Committee	To receive a report considering the effectiveness of the Standards Committee.	Head of Governance Services Andy Hodson
Adjudication Panel Decisions/Notable Cases	Regular report detailing the most recent Adjudication Panel decisions and any other notable standards cases.	Corporate Governance Officer Laura Ford
Ethical Audit Action Plan – HR Actions Update	To receive a report updating Members on the HR Actions from the Ethical Audit Action Plan, including the Staff Survey and the 360 Degree Managers' Appraisals.	Head of Human Resources Dave Almond

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ITEM	DESCRIPTION	RESPONSIBLE OFFICER/NOTES
Standards for England Public Perceptions of Ethics	To receive a report advising Members of the findings of a research report recently published by Standards for England tracking public perceptions of ethics in local government.	Corporate Governance Officer Laura Ford
Outcome of an Investigation into a Leeds City Council Member	To receive a report notifying Members of the Standards Committee of the outcome of a recent investigation into the conduct of a Leeds City Councillor, which was carried out by an Ethical Standards Officer from Standards for England.	Senior Corporate Governance Officer Amy Kelly
Readily Obtainable Information	To receive a report describing what constitutes readily obtainable information, in relation to the local assessment process.	Senior Corporate Governance Officer Amy Kelly
<b>Meeting date: 22<sup>nd</sup> April 2010</b>		
Final Standards Committee Annual Report 2009/2010	To seek Member's approval for the final draft of the Standards Committee Annual Report 2009/10.	Corporate Governance Officer Laura Ford
Adjudication Panel Decisions/Notable Cases	Regular report detailing the most recent Adjudication Panel decisions and any other notable standards cases.	Corporate Governance Officer Laura Ford
Code of Practice for the Determination of Licensing Matters	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.	Section Head Licensing and Enforcement Gill Marshall
Code of Practice for the Determination of Planning Matters	To receive an annual report outlining whether the arrangements set out in the Code have been complied with and any proposals for amendment in the light of any issues that have arisen throughout the year, and a review of the updated LGA Guidance on 'Probity in Planning'.	Chief Planning Officer Phil Crabtree

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<b>ITEM</b>	<b>DESCRIPTION</b>	<b>RESPONSIBLE OFFICER/NOTES</b>
Standards Committee Procedure Rules	The Monitoring Officer will report to the Committee on how the “gate-keeping” role has been discharged, in respect of preliminary investigations under paragraph 3.2, and in respect of reports where s/he decided that no further action should be taken, under paragraph 4.1. 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.	Principal Corporate Governance Officer Kate Sadler

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ITEM	DESCRIPTION	RESPONSIBLE OFFICER/NOTES
<b><u>Unscheduled Items</u></b>		
Officer Code of Conduct	Approval of a revised Leeds City Council Officer Code of Conduct following receipt of the Model Code. <sup>1</sup>	Chief Officer (Human Resources) Lorraine Hallam
Member Code of Conduct	Approval of a revised Leeds City Council Member Code of Conduct following receipt of the Model Code.	Principal Corporate Governance Officer Kate Sadler
Protocol for Elected Members/Officer Relations and Protocol for Elected Members / Education Leeds Relations <sup>2</sup>	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. The Monitoring Officer will also report on any amendments made to the various codes of practice referred to in the Protocols which have been made since the last report.	Senior Corporate Governance Officer Amy Kelly
Enforcement of Local Codes and Protocols	To receive a report asking the Committee to consider the status of the Local Codes and Protocols.	Principal Corporate Governance Officer Kate Sadler
Politically Restricted Posts	To receive a report informing members of the Standards Committee of the implications of the Local Democracy and Economic Development and Construction Act 2009 for politically restricted posts.	Chief Officer (Human Resources) Lorraine Hallam

<sup>1</sup> Consultation on the new officer Code of Conduct closed on 24<sup>th</sup> December 2008. It is anticipated that a further consultation document will be released in 2010.

<sup>2</sup> To be submitted after the new Member Code has been released