

Appendix 2

STANDARDS COMMITTEE WORK PROGRAMME

MAY 2009 – APRIL 2010

	Action	Who is responsible	Completion Date
1.	Undertaking local assessment of Code of Conduct complaints received by the Standards Committee	Monitoring Officer and Deputy Monitoring Officer	On-going responsibility
2.	Review of Member Officer protocol	Standards Committee and Monitoring Officer	July 2009
3.	Attendance at Standards Board Assembly	Chair of Standards Committee, Monitoring Officer, Deputy Monitoring Officers	The eighth annual Assembly of Standards Committees is currently scheduled to take place on 12 and 13 October 2009
4.	Ensuring provision of Code of Conduct training for all Telford & Wrekin Members and all Parish/Town Council Members	Standards Committee assisted by Monitoring Officer and Deputy Monitoring Officer	This could vary depending upon when forthcoming changes to the Code are introduced. Current completion date is 31 st October 2009
5.	Review/update of Members Register of Interest forms for both Telford & Wrekin Council and all Parish/Town Councils in the	Standards Committee, Monitoring Officer, Deputy Monitoring Officer, Democratic Services	30 November 2009

	Borough		
6.	Training for Independent Members of Standards Committee in relation to chairing Standards Sub-Committees	Monitoring Officer and Deputy Monitoring Officer	November 2009
7.	Review of local code of conduct complaints documentation and publicity	Standards Committee, Monitoring Officer, Deputy Monitoring Officer	30 November 2009
8.	Review of the Terms of Reference of the Standards Committee	Standards Committee assisted by Monitoring Officer and Deputy Monitoring Officer	31 December 2009
9.	Review of local investigation and local hearing procedures	Standards Committee, Monitoring Officer and Deputy Monitoring Officer	31 December 2009
10.	Review of Plans Board protocol – guidance for Members of Plans Board	Standards Committee assisted by Monitoring Officer and Deputy Monitoring Officer in consultation with Plans Board	31 December 2009
11.	Annual report on the work of the Standards Committee for submission to full Council	Chair of Standards Committee, Monitoring Officer, Deputy Monitoring Officer	31 December 2009
12.	Review dispensation application procedures	Standards Committee, Monitoring Officer and Deputy Monitoring Officer	31 December 2009 depending upon introduction of legislation
13.	Review the role descriptions for Members of the Standards Committee	Standards Committee assisted by Monitoring Officer, Deputy Monitoring Officer and Member Services	March 2010
14.	Evaluate the options and implications of joint working with other Standards Committees	Standards Committee, Monitoring Officer and Deputy Monitoring Officer	March 2010