

TELFORD & WREKIN COUNCIL

STANDARDS COMMITTEE – 21st APRIL 2009

UPDATE ON CODE OF CONDUCT TRAINING

REPORT OF HEAD OF LEGAL SERVICES AND MONITORING OFFICER

1. PURPOSE

To update Standards Committee with regard to work undertaken concerning the arrangements for Code of Conduct training during the municipal year 2009 – 10.

2. RECOMMENDATIONS

2.1 That the contents of the report are noted

3. SUMMARY

Officers have undertaken initial work regarding Code of Conduct training for 2009 – 10. This followed a review of the training following the feedback from the Code of Conduct training that took place in November 2008.

4. PREVIOUS MINUTES

Standards Committee – 24th January 2005,
Standards & Audit Committee – 4th April 2006, 12th September 2006,
11th September 2007 (ST-24), 29th January 2008 (ST-50),
Standards Committee – 18th December 2008 (ST-23), 2nd February 2008
(ST – 30).

5. INFORMATION

5.1 Background

On the 2nd February 2009 the Standards Committee approved a review of the Code of Conduct training and the suggestions put forward in principle for changes to the format of the Code of Conduct training for the municipal year 2009 – 10. Since then officers have been undertaking work to make preparations for training in accordance with the plans set out. In particular the work is focussed on the following:-

1. Distributing a letter from the Chair of the Standards Committee inviting comments from Councillors at both

Borough and Parish level with regard to the Code of Conduct topics which they would like to see covered in the forthcoming training.

2. An investigation into a number of different venues in the Borough to provide the Code of Conduct training later on this year.
3. A review of the training format to promote a more interactive style and also looking at a change in the provision of trainers to host the seminars.

This work is ongoing and has not been concluded yet. The Committee will be updated further when there is more information to report.

5.2 Equality and Diversity

Every effort will be made to ensure that the Code of Conduct training is made accessible to all those who wish to attend.

5.3 Environmental Impact

No implications.

5.4 Legal Comment

Code of Conduct training is not compulsory. However it is good practice for all elected members to attend some form of Code of Conduct training on a regular basis.

5.5 Links with Corporate Priorities

Ensuring that elected members are trained on the provisions of the Code of Conduct assists them in undertaking their role as Councillors and accordingly helps in meeting Corporate Priority 7 of an efficient, effective and customer-focused Council.

5.6 Opportunities and Risks

The risks associated with providing the Code of Conduct training in this format as set out have been assessed. Every effort will be made to ensure that the risks involved are managed effectively and any opportunities arising from providing the training are maximised.

5.7 Financial Implications

It is anticipated that the training will be funded from within existing budgets. Final costings will be available once the review of the format and changes to the training programme are decided.

6. **WARD IMPLICATIONS**

District wide implications.

7. **BACKGROUND PAPERS**

None

***Report prepared by Matthew Cumberbatch, Group Solicitor
Tel: 01952 383255***

TELFORD & WREKIN COUNCIL

STANDARDS COMMITTEE – 21 APRIL 2009

**CODE OF CONDUCT QUARTERLY COMPLAINTS MADE TO THE
STANDARDS COMMITTEE – QUARTERLY UPDATE 1 JANUARY 2009 –
31 MARCH 2009**

REPORT OF HEAD OF LEGAL SERVICES AND MONITORING OFFICER

1. PURPOSE

To provide the Committee with details of the Code of Conduct complaints received by the Standards Committee during the period 1 January 2009 – 31 March 2009.

2. RECOMMENDATION

That the contents of this report are noted.

3. SUMMARY

From 1 January to the 31 March 2009 the Standards Committee received two Code of Conduct complaints under the new system for local assessment. A quarterly return has been forwarded to the Standards Board for England.

4. PREVIOUS MINUTES

Standards Committee – 9 December 2008 (ST-16).
Standards Committee -18 December 2008 (ST- 25)
Standards Committee -11 February 2009 (ST- 31)

5. INFORMATION

5.1 Background

Under Section 186 of the Local Government and Public Involvement in Health Act 2008 (amending the Local Government Act 2000) there is a requirement that the Council provide regular returns to the Standards Board for England confirming the number of Code of Conduct complaints received by the Authority for local assessment.

The fourth return period was 1 January 2009 – 31 March 2009. During that period the Standards Committee received two complaints for local assessment. The complaints both related to Parish Councillors.

The complaints were considered by the Referrals Sub-Committee on 23 February and 27 March 2009 respectively.

In respect of the first complaint the Referrals Sub-Committee decided to direct the Monitoring Officer to invite the Councillor concerned and the rest of the Parish Council to be provided with Code of Conduct training. In respect of this particular complaint the Referrals Sub-Committee decided it related to the aspects of the Code concerning having a prejudicial interest and failing to act appropriately.

In respect of the second complaint the Referrals Sub-Committee decided to take no further action.

Both of the complaints submitted during this period were made by members of the public.

The return was sent electronically to the Standards Board for England confirming this information. At the time of preparing this report there is no up to date information regarding the overall complaints received throughout England during this fourth quarter period.

5.2 Equal Opportunities

There are no issues to be addressed.

5.3 Environmental Impact

No implications

5.4 Legal Comment

The legal comment is contained within the main body of this report.

5.5 Links with Corporate Priorities

It is important that this Committee is provided with up to date information as to the nature of the complaints received and the elements of the Code it relates to. This can assist the Committee in looking at areas where further work needs to be done, for example in respect of specific topics to be dealt with during Code of Conduct training. All of these actions contribute to assisting the Council in meeting corporate priorities of being an efficient and effective and customer focussed Council.

5.6 Opportunities and Risks

The opportunities and risks associated with providing this information to the Committee have been identified and assessed. Arrangements have been put in place to manage the risks and maximise the opportunities that have been identified.

5.7 Financial Implications

Code of Conduct Complaints are dealt with within existing resources and any over spends will be reported as part of the routine financial monitoring process.

6. WARD IMPLICATIONS

District wide implications.

7. BACKGROUND PAPERS

None

***Report prepared by Matthew Cumberbatch, Group Solicitor, Legal Services
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TELFORD & WREKIN COUNCIL

STANDARDS COMMITTEE – 21ST APRIL 2009

STANDARDS COMMITTEE WORK PLAN 2009 - 10

REPORT OF HEAD OF LEGAL SERVICES AND MONITORING OFFICER

1. PURPOSE

This report seeks to establish a work plan for the Standards Committee for the municipal year 2009 – 10.

2. RECOMMENDATIONS

2.1 That the Committee approve the Standards Committee work plan attached at Appendix 1 subject to any amendments/comments that the Committee may wish to make.

3. SUMMARY

A draft work plan has been prepared for the Standards Committee for the next municipal year. The intention of the work plan is to identify the main areas of work to be undertaken by the Committee over the next twelve months and to make plans to ensure that the work is undertaken within appropriate timescales.

4. PREVIOUS MINUTES

None.

5. INFORMATION

5.1 Background

There have been a number of changes to the ethical framework over the last twelve months, in particular with regard to the move to local filtration of the Code of Conduct complaints. Further changes are expected with regard to the Code of Conduct this year. The recent Standards Board bulletin also indicates that there will be further Standards Committee regulations which will include changes to process in the ethical framework such as the law relating to dispensations.

Accordingly, there is a requirement to ensure that the Standards Committee is kept up to date with these changes, makes any amendments to its own practices and procedures, and ensures that

Telford & Wrekin Councillors (and Parish and Town Councillors within the Borough) are also made aware of the latest developments. In order to provide some structure to the work undertaken by the Standards Committee it is proposed that a work plan is established to ensure that the Committee can meet all of its obligations and objectives during the coming year.

The Committee will note that the responsibility for undertaking these actions varies but includes this Committee, the Chairman of the Committee, the Monitoring Officer and Deputy Monitoring Officer.

The Committee is asked to provide any comments or suggestions with regard to the attached draft work plan and to approve the contents.

5.2 Equality and Diversity

Consideration of equality and diversity issues will be given for each of the items referred to in Appendix 1 of the report. Appropriate action, such as equality impact needs assessments, will be undertaken as and when required.

5.3 Environmental Impact

No implications.

5.4 Legal Comment

Establishing a work plan for the Standards Committee is good practice but is not a legal requirement. The decision to approve the work plan will not fetter the discretion of the Committee during the forthcoming year. The Committee can vary the work plan at subsequent meetings if they decide that it is necessary to do so.

5.5 Links with Corporate Priorities

Establishing a work plan detailing the areas that need to be addressed during the forthcoming year will assist in meeting Corporate Priority 7 of being an efficient, effective and customer-focused Council.

5.6 Opportunities and Risks

The risks associated with setting out a work programme for the next twelve months have been assessed and will be managed accordingly.

5.7 Financial Implications

It is anticipated that the costs of the activities set out in the work programme will be met from within existing resources. Any overspends that arise will be highlighted through regular financial monitoring during 2009/10.

6. **WARD IMPLICATIONS**

District wide implications.

7. **BACKGROUND PAPERS**

The Standards Board for England's Bulletin No. 42 – February 2009.

***Report prepared by Matthew Cumberbatch, Group Solicitor,
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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

TELFORD & WREKIN COUNCIL

STANDARDS COMMITTEE – 21ST APRIL 2009

INDEPENDENT MEMBERSHIP OF STANDARDS COMMITTEE – MR A SIMPSON

REPORT OF HEAD OF LEGAL SERVICES AND MONITORING OFFICER

1. PURPOSE

To obtain a recommendation from the Standards Committee for the Council in respect of whether or not to re-appoint Mr Andy Simpson as an Independent Member of the Standards Committee.

2. RECOMMENDATIONS

2.1 That the Committee make a recommendation to the Council as to whether Mr Andy Simpson is re-appointed as an Independent Member of the Telford & Wrekin Council Standards Committee and if so to recommend the length of the term of office.

3. SUMMARY

Mr Andy Simpson, the current Chair of the Standards Committee, is approaching the end of his second term of office as an Independent Member of the Standards Committee. A decision needs to be made as to whether or not Mr Simpson is to be reappointed. This decision rests with the Council.

4. PREVIOUS MINUTES

Standards Committee – 18 December 2008 (ST – 20)

5. INFORMATION

5.1 Background

On the 18 December 2008 this Committee was provided with a report containing details of the terms of office of all Independent Members of this Committee. The report showed that Mr Andy Simpson, the current Independent Chair of this Committee was reaching the end of his term of office at the conclusion of this municipal year. Mr Simpson was initially appointed as a Lay Member of the Committee in 1999 and is the longest serving Independent Member of the Committee. In order for Mr Simpson to continue his membership of the Committee, he will need to be re-

appointed. As the appointment of Independent Members is the role of the Council, this will have to be decided by a majority of Members, ideally at a full Council meeting.

It has been long established now that this Committee makes recommendations to the Council in respect of the appointments of Independent Members of the Committee. Accordingly, in this instance, it is suggested that this Committee may wish to make a recommendation to the full Council as to whether or not Mr Simpson should be re-appointed or whether the Committee should undertake a recruitment exercise to appoint a new Independent Member of the Committee.

Standards Board guidance issued in August 2008 states – “your Authority decides how to select Independent Members and how long an Independent Member should sit on the Committee. We recommend that you set a fixed period of four years. This will be long enough for them to gain an understanding of the Committee, the Authority and its workings but no so long as they could be perceived as losing their independence. When re-appointing an Independent Member you should bear in mind that we recommend that Independent Members should serve no longer than two terms, which is a maximum of eight years. It may be helpful for Independent Members to be appointed for differing lengths of time so that experience they gain is not all lost simultaneously” (extract from “The Role and Make-Up of Standards Committees” issued by the Standards Board for England). However, these recommendations are not a legal requirement and, as mentioned in the guidance, it is very much a matter for the Standards Committee to decide whether or not an Independent Member should serve longer than the fixed term. In considering this decision the Committee may wish to bear in mind the involvement which Mr Simpson has had with the Committee since 1999, any experience which he has gained which would give benefit to the Committee, and also whether or not the Committee believe that Mr Simpson can undertake a further term of office as truly independent from the organisation something which will require the Committee to consider Mr Simpson’s involvement with Telford & Wrekin Council during his period of appointment so far.

The Committee can recommend a new term of office of four years or decide on a different time period. For example, if the Committee decides to review generally the number and terms of office of independent members following receipt of this report it may be appropriate to re-appoint Mr. Simpson for a shorter time period whilst that review is undertaken.

5.2 Equality Opportunities

In the event that the Council are required to recruit a new Independent Member, every effort will be made to insure that the recruitment process is fair and accessible to all.

5.3 Environmental Implications

None

5.4 Legal Comment

The Terms of Reference of the Standards Committee state that there shall be four Independent Members of the Committee. If Mr Simpson ceases to be a Member of the Committee then another Independent Member will have to be recruited and appointed. There is a legal requirement to have an Independent Chair of the Standards Committee and independent membership of at least 25% of the entire Committee.

As mentioned in the report, the terms of office of Independent Members of the Standards Committee is something for the Council to decide upon.

5.5 Links with Corporate Priorities

Ensuring that there is a Standards Committee which meets legal requirements in terms of its independent membership and also ensures that Independent Members are sufficiently trained and knowledgeable to undertake their tasks as Members of the Committee helps the Council achieve its priority of being an efficient, effective and customer focused Council that delivers value for money for the community. .

5.6 Opportunities and Risks

The opportunities and risks associated with either re-appointing Mr Simpson or seeking a new Independent Member of the Committee have been identified and assessed. Arrangements will be put in place to manage the risks and maximise the opportunities that have been identified.

5.7 Financial Implications

Members allowances are set by an independent review process, the most recent review being approved by Council in September 2008, and funding is allocated as part of the Council's revenue budget. The Independent Chairman of the Standards Committee receives an allowance of £7,769 p.a. and Standards Co-optees receive £512 p.a. as part of the remuneration scheme.

6. WARD IMPLICATIONS

District wide implications

7. BACKGROUND PAPERS

Local Government Act 2000

The Standards Board for England Guidance “The Role and Make-Up of Standards Committees”

End of Report

*Report prepared by Matthew Cumberbatch, Group Solicitor
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TELFORD & WREKIN COUNCIL

STANDARDS COMMITTEE – 21ST APRIL 2009

**REPORT ON ACTION UNDERTAKEN BY THE MONITORING OFFICER
FOLLOWING A CODE OF CONDUCT COMPLAINT - COUNCILLOR LINDA
BAKER-OLIVER AND WATERS-UPTON PARISH COUNCIL**

REPORT OF HEAD OF LEGAL SERVICES AND MONITORING OFFICER

1. PURPOSE

To update the Standards Committee as to action undertaken at the direction of the Standards Committee Referrals Sub-Committee following a complaint alleging a breach of the Code of Conduct

2. RECOMMENDATIONS

2.1 That the Standards Committee confirm that they are satisfied with the outcome of the action undertaken by the Monitoring Officer following the decision of the Referrals Sub-Committee on 23 February 2009

3. SUMMARY

Following a complaint to the Standards Committee, the Referrals Sub-Committee directed that the Monitoring Officer invite both a Councillor and all other Councillors from the Parish Council concerned to attend Code of Conduct training. At the time of preparing this report the Clerk to the Parish Council and the Councillor that was subject to the complaint has contacted the Monitoring Officer and arrangements are being put in place for that training to be provided. The Committee are required to consider whether they are satisfied with the action undertaken by the Monitoring Officer in accordance with the direction given.

4. PREVIOUS MINUTES

Standards Committee Referrals Sub-Committee – 23 February 2009

5. INFORMATION

5.1 Background

On the 23 February 2009 the Referrals Sub-Committee of the Standards Committee met to consider a complaint made by a member of the public alleging a breach of the Code of Conduct by a Member of Waters-Upton Parish Council. Having considered the complaint, and taken advice, the Sub-Committee decided that, in respect of the complaint against Councillor Linda Baker-Oliver at Waters-Upton Parish Council, they would direct the Monitoring Officer to invite Councillor Linda Baker-Oliver to undertake Code of Conduct training. Having considered the complaint and background information before them, they also decided that it would be appropriate to invite all Members of Waters-Upton Parish Council for Code of Conduct training.

Following this direction the Monitoring Officer wrote to both Councillor Baker-Oliver and the Clerk to Waters-Upton Parish Council. At the time of preparing this report a response has been received by both the Clerk to Waters-Upton Parish Council and Councillor Baker-Oliver and meetings are scheduled to take place in order that the appropriate training can be arranged. A copy of the Decision Notice is attached at Appendix 1.

It is a requirement that when any other action is directed by the Standards Committee (or Sub-Committee to the Standards Committee) that the outcome is reported back to the Standards Committee within three months of the decision being made. It is also a requirement that the Standards Committee have to confirm whether or not they are satisfied with the outcome achieved. Accordingly, the Committee are required to consider the action undertaken following the decision made by the Referrals Sub-Committee on 23 February and decide whether the matter can be considered closed now that arrangements are in place for the Code of Conduct training to take place.

5.2 Equality and Diversity

The Monitoring Officer will ensure that any equality and diversity issues are addressed in respect of Code of Conduct training.

5.3 Environmental Impact

No implications

5.4 Legal Comment

The Referrals Sub-Committee of the Standards Committee referred the allegation against Councillor Baker-Oliver to the Monitoring Officer with the direction that the Councillor concerned and all other Members of the Parish Council attend training. This was in accordance with their authority under Section 57 A (2) (a) of the Local Government Act 2000 (as amended by Section 185 of the Local Government and Public

Involvement in Health Act 2007 and the Standards Committee (England) Regulations 2008 Act Regulation 13 (3) (a)). The training course referred to in the legislation is to be undertaken by the Monitoring Officer and one of the Deputy Monitoring Officers.

In accordance with the Standards Committee (England) Regulations 2008 Act Regulation 13 (4) (c) the Standards Committee are required to make a decision as to whether or not they are satisfied with the action which is being undertaken as a result of the referral to the Monitoring Officer. If no further action is required notification is to be given to the Member who is subject to the report, the person who made the allegations and the Parish Council concerned (in accordance with the Standards Committee (England) Regulations 2008 Act Regulation 13 (7)).

5.5 Links with Corporate Priorities

Processing complaints in accordance with statutory guidelines together with ensuring that appropriate action is taken in order to resolve issues raised by the complaints, assist the Council in meeting the corporate priority of being an efficient and effective Council.

5.6 Opportunities and Risks

The opportunities and risks associated with providing this Code of Conduct training in complying with the direction from the Referrals Sub-Committee has been identified and assessed. Arrangements have been put in place to manage the risks and maximise the opportunities that have been identified.

5.7 Financial Implications

The cost of the training provided will be funded from within existing budgets.

6. WARD IMPLICATIONS

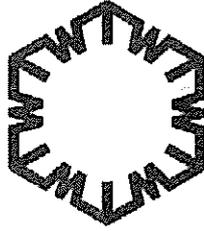
District wide implications

7. BACKGROUND PAPERS

Local Government and Public Involvement in Health Act 2008

The Standards Committee (England) Regulations 2008

***Report prepared by Matthew Cumberbatch, Group Solicitor
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Telford & Wrekin
C O U N C I L

DECISION NOTICE: REFERRAL FOR OTHER ACTION

Reference 2009/1

Complaint

On the 27 January 2009 a written complaint was received from a resident from Cold Hatton within the Parish of Waters Upton concerning the alleged conduct of Councillor Lynda Baker-Oliver, a Councillor from Waters Upton Parish Council.

A summary of the complaint is set out below.

The complaint relates to the actions of Waters Upton Parish Council in relation to work and development undertaken at the complainant's property at Cold Hatton. The complainant has provided a substantial amount of information with regard to his renovation project at the property.

The complainant alleges that Councillor Baker-Oliver has abused her power in her role as Chairman of the Parish Council to victimise and undermine his good intentions in undertaking the renovation project. In support of his allegation the complainant has provided details of the renovation project. He has also provided a copy of a letter sent by Lynda Baker-Oliver to the Planning Inspectorate [REDACTED] with regards to the planning application at his property. The complainant also provided a copy of a letter from Waters Upton Parish Council signed by the Clerk to the Parish Council [REDACTED] similarly setting out an objection to the same planning application for his property.

Decision

When undertaking the assessment of the complaint the referrals sub-committee considered, in detail, the following information:-

The written complaint and all of the attached documentation

A further email from the complainant to the Monitoring Officer dated 13th February 2009.

Information requested by the Monitoring Officer from the Clerk to Waters Upton Parish Council namely confirmation of Councillor Baker-Oliver's acceptance of office, register of interest forms, the Code of Conduct as adopted by Waters Upton Parish Council, minutes of meetings of Waters Upton Parish Council where the complainants property was included as an agenda item [REDACTED] and extracts from the Waters Upton Parish Council register of interests book.

In accordance with Section 57A(2) of the Local Government Act 2000, as amended, the referrals sub-committee of the standards committee decided to refer the allegation to the monitoring officer for the Monitoring Officer to undertake the following :-

- Invite Councillor Lynda Baker-Oliver to undertake Code of Conduct training to be arranged by the Monitoring Officer
- Invite all members of the Waters Upton Parish Council to attend Code of Conduct training and for this invitation to be made by way of a request to the Parish Clerk.

The referrals sub-committee have reached this decision for the following reasons.

The sub-committee note that declarations of interests at Parish Council meetings appear to have been made but that good practice regarding the procedure for decision-making concerning declarations of interest does not appear to be followed.

The referrals sub-committee therefore decided that the action set out is appropriate because –

- The conduct complained of is a symptom of wider underlying conflicts, which, if unresolved, are likely to lead to further misconduct or allegations of misconduct
- The conduct complained of is apparently common to a number of members of that Parish Council, demonstrating a lack of awareness of recognition of the particular provisions of the Code of Conduct
- The conduct complained of is not so serious that it requires a substantive formal sanction such as suspension or disqualification
- The complaint reveals a lack of guidance, protocols and procedures within the authority, for example on the process of decision-making

Potential breaches of the Code of Conduct identified

We have identified below the paragraph of the Code of Conduct which may apply to the alleged conduct.

- having a prejudicial interest and failing to act appropriately

This decision notice is sent to the person or persons making the allegation, the member against whom the allegation was made and the Clerk to Waters Upton Parish Council.

What happens now?

- The Monitoring Officer will write to Councillor Baker-Oliver to make arrangements for the Code of Conduct training to be provided
- The Monitoring Officer will write to the Clerk to Waters Upton Parish Council to make arrangements for the Code of Conduct training to be provided

Terms of reference

The Local Government and Public Involvement in Health Act 2007 amends the Local Government Act 2000, which now provides for the local assessment of new complaints that members of relevant authorities may have breached the Code of Conduct. The Standards Committee (England) Regulations 2008 relate to the conduct of authority members and the requirements for dealing with this.

The regulations set out the framework for the operation of a locally based system for the assessment, referral and investigation of complaints of misconduct by members of authorities. They amend and re-enact existing provisions in both the Relevant Authorities (Standards Committee) Regulations 2001, as amended, and the Local Authorities (Code of Conduct) (Local Determination) Regulations 2003, as amended.

Additional Help

If you need additional support in relation to this or future contact with us, please let us know as soon as possible. If you have difficulty reading this notice we can make reasonable adjustments to assist you, in line with the requirements of the Disability Discrimination Act 2000.

We can also help if English is not your first language.

If you require any assistance please contact us on 01952 383255

Signed  Date 4TH MARCH 2009
Mr. F. Beasland - Chair of the referrals sub-committee

