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DATE: 25 February 2010

To: Members of the
STANDARDS COMMITTEE

Mr Jonathan Prince (Chairman)
Dr Simon Davey (Vice-Chairman)
Councillor Martin Curry, Councillor Peter Dean, Councillor Peter Fookes, Mr Nicholas Marcar, Rabbi Sylvia Rothschild, Councillor Michael Tickner and Councillor Stephen Wells

A meeting of the Standards Committee will be held at Bromley Civic Centre on
TUESDAY, 9TH MARCH, 2010 AT 7.00 PM

MARK BOWEN
Director of Legal, Democratic and
Customer Services.

A G E N D A

1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF INTEREST

3. MINUTES OF THE MEETING HELD ON 8TH DECEMBER 2009 AND MATTERS ARISING (Pages 3 - 14)

Further to Minute 31, the Monitoring Officer's General Report on this agenda updates the Committee on the Local Government Chronicle Awards, and on recruitment to independent member vacancies.

4. QUESTIONS FROM MEMBERS OF THE PUBLIC ATTENDING THE MEETING

To hear questions in writing by the Director of Legal, Democratic & Customer Services by 5pm on Tuesday 2nd March and to respond.

5. DISPENSATIONS

To consider any requests received for dispensations from Members of the Authority.

6. ASSISTANT CHIEF EXECUTIVE (HUMAN RESOURCES)

Charles Obazuaye will attend to discuss ethical issues relating to the Council's human resources management strategy and practices.

7. LEADER OF LIBERAL DEMOCRAT GROUP (Pages 15 - 16)

Councillor David McBride, Leader of the Liberal Democrat Group on the Council, has accepted the Committee's invitation to attend this meeting, to discuss ethical governance issues.

An extract from the Minutes of his last visit to the Committee, in December 2008, is attached as an Appendix.

Councillor John Getgood, Leader of the Labour Group, is unable to attend this evening, but will be invited to a future meeting of the Committee.

8. MONITORING OFFICER'S GENERAL REPORT (Pages 17 - 30)

9. STANDARDS COMMITTEE - ANNUAL REPORT 2009/10 (Pages 31 - 36)

To consider the current draft of this Committee's Annual Report. Following this meeting, it will be updated in consultation with the Chairman if necessary, prior to presentation at the meeting of the Council on 29th March 2010.

10. ETHICAL INDICATORS (Pages 37 - 40)

11. STANDARDS COMMITTEE WORK PROGRAMME (Pages 41 - 42)

To consider the Committee's proposed work programme for the coming year.

12. LOCAL GOVERNMENT ACT 1972 AS SUBSEQUENTLY AMENDED

The Chairman to move that the Press and public be excluded during consideration of the items of business listed below as 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 confidential information.

Items of Business

Schedule 12A Description

13. COMPLAINTS (IF ANY)

STANDARDS COMMITTEE

Minutes of the meeting held on 8th December 2009

Present:

Mr Jonathan Prince (Chairman),
Dr Simon Davey, Councillor Peter Dean, Councillor Peter
Fookes, Mr Nicholas Marcar, Rabbi Sylvia Rothschild
and Councillor Stephen Wells

Doug Patterson for Minute 28

23. APOLOGIES

Apologies were received from Councillor Michael Tickner.

24. DECLARATIONS OF INTEREST

There were none.

25. MINUTES OF THE MEETING HELD ON [5TH OCTOBER 2009](#) AND MATTERS OUTSTANDING

RESOLVED that the Minutes of the meeting held on 5th
October be confirmed.

26. QUESTIONS BY MEMBERS OF THE PUBLIC

No questions had been received.

27. DISPENSATIONS

No requests for dispensations had been received.

28. DISCUSSION WITH CHIEF EXECUTIVE

The Council's Chief Executive, Doug Patterson, attended the meeting. He outlined the challenges facing the Council in successfully maintaining high quality and value for money services in the face of increasing financial pressures and constraints. To achieve this meant a need for increasingly close partnership working, although this in itself presented issues in terms of potential tensions between public sector organisations working under different governance structures and competing for scarce resources. As the partnership model matured, especially as pooled funding arrangements developed, there would be a need to develop more sophisticated partnership protocols, but these were currently at an early stage of evolution.

Whilst there were growing legislative powers for the Council to hold non-elected bodies to account, there still frustrations where bodies such as

the Schools Forum were able to exert considerable sway over the Council's ability to deploy resources as it wished. In the absence of an ability to change the position, efforts had to be put in to build mutual understanding and positive working relationships. The economic effects of the recession on local government were expected to continue for the foreseeable future; in the meantime, the Council was focussing on harnessing the ideas and commitment of its staff to seek improvements and efficiencies. Shorter term, the proximity of local elections often led to a rise in political tensions and sensitivities, which needed to be handled with circumspection.

The Council had adopted corporate operating principles focussing on being a member-led authority, pursuing local priorities of residents, and achieving good value for money. He acknowledged that growing constraints presented the potential for increased risks of service failure, but pointed out ways in which the Council was looking to mitigate these, by exploring different delivery methods, investing in growing the capacity of the voluntary sector to provide assistance to those falling outside the Council's own eligibility frameworks, and developing partnership solutions to increase resource sharing possibilities.

Some concerns were raised about whether officers always involved councillors at the earliest possible opportunity in planning of initiatives and decisions; the Chief Executive expressed the view that whilst he would agree with the principle, it would be impossible to consult with councillors at all stages; he took a steer from the administration on these issues and there would always be judgement calls on the point at which councillor involvement in decisions would be most fruitful.

The Chief Executive continued to champion ethical governance within the organisation, and although he did not have a specific performance objective related to this, it was a core issue which was taken into account by the councillors as part of their assessment of his success in leading the organisation.

The Chairman thanked Doug Patterson for coming along to discuss these issues with the Committee.

29. FEEDBACK FROM EVENTS ATTENDED

Dr Simon Davey had attended the Eighth Annual Assembly of Standards Committees in Birmingham in October, and he and Mr Prince had attended the London Councils Summit in November.

They fed back to the Committee on their attendance, and issues which they felt were of particular interest to the Committee and its future work. The Summit had emphasised the complexity of the councillor's role, and the degree of commitment that individuals would have to put in to meeting public sector challenges in a positive and creative way.

The Annual Assembly had focused on elements of an effective Standards Committee, including a wider organisational perspective, learning and development, communication and evaluation activities as well as the core issues of handling complaints. Bromley's Standards Committee appeared to be in a strong position to build on its existing sound foundations in a number of these areas, as part of the Committee's work plan for the next year.

RESOLVED that Dr Davey circulate his detailed notes of the Annual Assembly to all members of the Committee.

30. POLITICAL DIMENSIONS AND DECISION-MAKING
[Report LDCS09138](#)

At their meeting in June the Committee agreed that they wished to discuss this issue in more depth. They considered a background paper prepared by the Monitoring Officer.

RESOLVED that the position be noted.

31. MONITORING OFFICER'S GENERAL REPORT
[Report LDCS09141](#), [Appendix](#)

The Committee received updates on the publication of Standards for England guidance on a number of issues; transfer of work from the Adjudication Panel for England into the new General Regulatory Chamber in January 2010; the Council's new duty to promote democracy; proposed arrangements to provide training for new councillors on the Code of Conduct following the May 2010 election; the Council's entry into the LGC awards in the Ethics category; and the need to re-recruit to independent member vacancies in Spring 2010.

The independent members of the Committee were pleased to hear that they would be invited to all new councillor induction sessions planned for May/June 2010, and in particular expressed their willingness to participate actively in the ethical governance and Code of Conduct sessions. The Committee expressed an interest in being updated on the induction programme at their March meeting.

As part of the discussion on the recruitment of independent members in Spring 2010, the Committee discussed whether there should be a limit on the time an independent member should serve for. It was concluded that a limit of eight years (equivalent to two four year terms) was a sensible length of time to allow individuals to develop knowledge and expertise whilst being able to retain a clearly independent viewpoint.

RESOLVED that the Committee:

1) notes recent guidance issued by Standards for England on various issues;

2) notes changes to the administrative arrangements for the Adjudication Panel for England from January 2010;

3) notes the Council's new duty to promote local democracy contained within the Local Democracy, Economic Development and Construction Act 2009;

4) notes proposed arrangements to provide training for new councillors following the 2010 local elections on the Code of Conduct and other ethical issues;

5) notes the Council has submitted an entry for the ethics category of the 2009 LGC awards, which is attached as an Appendix to these minutes;

6) notes the need to undertake further independent member recruitment in the new year;

7) approves the proposed job description/person specification for an independent member circulated as an Appendix to these minutes; and

8) Agrees a maximum period of eight years for an independent member to be eligible to serve on this Standards Committee.

32. ETHICAL INDICATORS
[Report LDCS09131](#)

The Committee received a report on a selection of ethical indicators.

RESOLVED that the report be noted

33. STANDARDS COMMITTEE [WORK PROGRAMME](#) 2009/10

As the March meeting agenda looked very heavy the Committee requested that if possible the Chief Planner's session should be moved to the June 2010 meeting.

The 2010/11 Work Programme was due to be discussed at that meeting; all members of the Committee were invited to consider potential areas for further work or development over the coming year to assist in drawing together an initial draft.

RESOLVED that

1) the Work Programme for the March meeting be agreed, subject to shifting the Chief Planner's attendance to another date and including an update on councillor induction arrangements; and

2) Committee members should submit any ideas for potential 2010 work programme topics by the end of January, to enable an outline forward programme draft to be considered at the March 2010 meeting.

34. LOCAL GOVERNMENT ACT 1972 AS AMENDED BY THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) (VARIATION) ORDER 2006 AND THE FREEDOM OF INFORMATION ACT 2000

RESOLVED that the press and public be excluded during consideration of the item of business listed below as 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.

35. COMPLAINTS

There were no formal complaints for the Committee to handle at present. The Committee would be informed of any further significant developments on a case referred to Standards for England as they arose.

The meeting ended at 8.35 pm.

Chairman

Appendix 1 - LGC Awards Entry

Over the last couple of years the Council has been building and developing a positive culture of high standards of conduct, led by a Standards Committee which has expanded its remit from a relatively passive one, responding to complaints, etc, to one where a wider range of the Council's key services are held to account. We have regularly run and tracked a question in our local residents' survey to assess the perception of the Council's trustworthiness; the latest Place Survey saw a significant jump over the last year from 63% agreeing with this statement up to 73%.

In Bromley the Standards Committee is supported by the Director of Legal, Democratic and Customer Services, as the key technical adviser, and by the Assistant Director, Democratic and Customer Services, who clerks the Committee and handles the promotion of ethical governance and Standards issues Council- and Borough-wide. They are supported on various issues by members of the Democratic Services and corporate Communications teams.

The Council's prime business objective is to be seen as 'excellent in the eyes of local people', and in our view, a reputation for high standards of conduct and trustworthiness is one of the bedrocks upon which a reputation for excellence is based. An [Audit Commission Review](#) which reported back during 2008 concluded that while the Council had developed its Standards work to become more effective and to establish robust systems, it now needed to extend the scope of its work and to build a higher profile both internally and externally. They were sufficiently impressed with the progress that had been made thus far to suggest us as a useful reference site for another authority seeking to look at successful implementation of improvements in this area of work.

Since that feedback was received, the Standards Committee have embarked on a series of actions that have sought to make the whole issue of ethical governance more prominent in the eyes of both staff and customers, with the very pleasing outcome in terms of public recognition outlined in the initial paragraph of this entry.

Examples of actions taken include:

- Undertaking a full [Equality Impact Assessment](#), publicly published on our website, in order to take a proactive view of barriers to success with different groups within the community, and to provide a lead on promoting the importance of these issues to the Standards Committee
- Drawing up a comprehensive [communications plan](#) for the Committee, again published on our open agenda, to identify different target groups we need to reach, and to stimulate thought about the various methods open to us to raise profile and increase understanding of ethical governance
- Expanding the remit of the Committee to taking a more proactive interest in wider issues, and calling more services in to be held to

account and to discuss how they could work more closely with the Standards Committee moving forward. Examples of this type of approach include sessions with

- the [Chief Internal Auditor](#), to discuss common areas of interest in terms of establishing a more sophisticated framework of corporate governance alongside robust monitoring systems;
- discussions with the [Assistant Director in Adult and Community Services](#) responsible for commissioning social care services, which focussed on ethical aspects of development of the respect agenda and on safeguarding; and
- a session with the [Chief Planner](#) focussing on standards and probity issues within his service.

These sessions have not only developed the skills and insights of Standards Committee members into specific areas of ethical governance and decision-making across our diverse services, but have emphasised the Standards Committee's interest in areas beyond councillor Code of Conduct compliance, and have highlighted areas for the senior officers attending to consider further work on. It is envisaged that this programme of developing relationships with services will continue, both in terms of regular return visits (as in the case of the Chief Internal auditor) but also by extending to further areas (e.g. children's social care and safeguarding services, licensing, etc)

- Similarly, the Committee regularly invites the [Leader](#), [Chief Executive](#) and [Leaders of the minority parties](#) to meetings, in order to discuss their issues around Standards developments, and to offer assistance to them impartially in promoting ethical issues within their political Groups. These are supplemented by informal 1:1 meetings between the Chairman and key figures such as the Leader.
- The Committee is more involved now in mainstream Council work; for example, by putting forward a recommended [code of corporate governance](#) for eventual adoption by Full Council, and through being consulted by the Executive Working Party looking at [Constitutional Improvement](#) on key proposals relating to changes designed to streamline decision-making process, with the recognition that the Standards Committee had a legitimate interest in ensuring appropriate transparency and robustness of processes.
- The Chairman attends Full Council each year to present the Committee's [Annual Report](#), the only non-councillor to do so.
- Links between the Standards and Audit Committees are reinforced by the fact that the Chairman of the latter is a member of the Standards Committee, allowing the opportunity for enhanced joint working and thinking between these two bodies
- The Standards Committee will be heavily involved in determining the ethical governance training processes and requirements for the expected intake of new councillors following the May 2010 local elections, working with a sounding board of councillors.
- The Standards Committee considers an ethical indicators report at every meeting ([sample](#)), which covers wider ethical issues beyond Code of Conduct complaints – such as whistle-blowing reports, general

- complaints and Ombudsman figures, etc – and an [Annual Report on Raising Concerns \(whistle-blowing\)](#) arrangements.
- The profile of various initiatives within the Standards Committee’s remit have been boosted; for example, publicising our whistle-blowing processes to *all* council contractors, large and small, through direct mailings, in addition to internal publicity through our In Touch newsletter, posters around offices, etc.
 - In addition to these targeted communications, broader communications channels have been adopted; for example
 - the creation of a new section on our website, called ‘[our standards of conduct](#)’ drawing together links to a wide range of governance and feedback information to make it easy for people seeking assistance in raising concerns or complaints.
 - We included a promotional box in the Council and democracy section in our new [A-Z Handy Guide to our services](#) to highlight our commitment to high standards of conduct, which included information on how to contact us should anyone feel that either councillors or officers had fallen short of these ideals.
 - To make raising concerns easier, we set up a dedicated standards@bromley.gov.uk email address, which is constantly monitored to ensure that any concerns can be appropriately dealt with, be they a specific complaint against a councillor, or a more general service complaint. The officers monitoring this have all been appropriately trained to understand processes involved, but also, just as importantly, the issues around confidentiality and sensitive handling of this type of issue.
 - We publish our [Annual Standards Return](#) on our website
 - We have run occasional articles in our In Touch newsletter to update staff on changes in the Standards regime, and our performance.
 - We took the opportunity of recruiting for a new independent member in Spring 2009 to boost the profile of the Standards Committee and its work with a wide range of local organisations and the public, making direct contact with voluntary sector, magistrates, and ethnic community and youth groups in addition to local press, group newsletter and web advertising. During the recruitment period links to information on the Standards Committee’s work featured prominently on the Council’s website home page.
 - We have also included the chairman of the Standards Committee alongside local councillors on a Panel at a Local Democracy Week event targeted at school students; and regularly include Standards Committee work in training and induction information used internally and with local groups.
 - We have used Standards for England DVD material to provide training and briefing for Standards Committee members. This is supplemented by topic briefings held prior to each initial assessment or review hearing tailored to the specific aspects of the Code being covered in the complaint, and any Standards for England guidance relating to them.

- This is in addition to specific training provided for councillors regularly involved in development control deliberations (but to which all councillors were invited) in order to ensure that ethical issues relating to planning were fully understood and appropriate guidance offered. The Development Control Committee keeps [local protocols](#) under regular review (most recently considered in April 2009).
- We are aiming to make this sort of training material available to a wider cross-section of councillors through their special Sharepoint intranet team site, which has a specific area devoted to the constitution and governance (including guidance on the code of conduct, register of interests, allowances, etc as well as a direct link across to the Standards for England website). This is mirrored by a comprehensive section in our managers' toolkit part of the site (open to all staff), which provides information on the Standards Committee and its work, the Code of Conduct, registering interests, and ways to raise any concerns about ethical behaviour, etc. As this is an internal system, hyperlinks cannot be made available to external people, but we would be happy to provide screen shots on request.
- We continue to undertake the 'bread and butter' work of the Standards Committee with a strong eye towards meeting appropriate service standards; we have undertaken all initial assessment hearings, and reviews requested on these within the 20 day standards we set, with decision notices being issued within days of the meeting to the councillor and complainant involved. The Council has recently agreed to expand the Standards Committee membership, in order to make it easier to constitute these sub-committees within these very tight timescales. The process of putting forward a complaint is supported by both website information and hard copy literature, with assistance offered to those with special requirements.
- We measure our success through survey work. This has been undertaken internally via a survey linked to the Audit Commission's review process, which we expect to repeat at intervals; externally we track a local question which was put within the General User Satisfaction Survey and which we carried forward to the [Place Survey](#). We were pleased to see the rating of the Council as 'trustworthy' rise from 63% in the previous year to 73% in the current year, and we will continue to track this measure moving forward.

**Appendix 2 - Proposed job description/person specification
for an independent member**

LONDON BOROUGH OF BROMLEY

INDEPENDENT MEMBER OF THE STANDARDS COMMITTEE

Person Specification

Persons who serve on the Standards Committee should meet the 4 criteria in section A of our person specification and the majority of the criteria in section B:

Section A

- Have no current active involvement with a political party;
- Not have been a member or officer of the London Borough of Bromley in the previous eight years;
- Not be a close friend or relative of a member or officer of the London Borough of Bromley;
- Neither at appointment, or during their term of office, be in a position where they have a material conflict of interest involving their relationship with the Council which could have (or could be perceived by others as having) a detrimental effect on their capacity to carry out their standards role in an independent and impartial way.

Section B

- Possess tact and interpersonal skills in creating effective working relationships;
- Show commitment to the effective provision of public services;
- Have proven experience of dealing with people and matters where conduct and actions should be of the highest standard;
- Have proven experience of providing advice/support on issues of conduct and probity;
- Possess an understanding of issues of ethics and probity;

- Have the analytical ability to weigh up/sort evidence and reach rational conclusions;
- Possess decision-making skills involving sensitive issues;
- Have an understanding of, or the ability to understand, the issues surrounding standards and ethics in public life;
- Possess awareness of the rôle of a Council and its Councillors or have awareness of corporate governance.

Job Description

The successful candidate will be required:

- To help promote and maintain high standards of conduct by Councillors;
 - To evaluate and hear complaints made against Councillors;
 - To champion the ethical agenda within the Council and, where appropriate, with Partner Organisations;
 - To assist Councillors to observe the Code of Conduct;
 - As a member of the Standards Committee, to provide occasional training and support for Councillors in ethical conduct;
 - To advise the authority on revision of the Code of Conduct and monitor its operation;
 - To observe confidentiality at all times.
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Appendix 1

Extract from Standards Committee Minutes, December 2008

26 DISCUSSION WITH MINORITY PARTY LEADERS

The leaders of the two minority parties on the Council, Councillor John Getgood (Labour) and Councillor David McBride (Liberal Democrat) attended the meeting. They both felt that standards of behaviour of both officers and councillors was generally very high, although they did express concerns about whether some councillors took a more adversarial or hostile attitude to officers. They were concerned to ensure that officers were aware of whistleblowing procedures or other ways to raise issues if they felt that undue pressure were brought to bear, and that they were confident in raising issues if necessary.

They were not aware of any complaints from their colleagues about officer behaviour, but stated that they were confident that if an issue arose it would be handled appropriately by Chief Officers or by the Chief Executive.

The delay in bringing forward a member/officer protocol was raised; the Committee noted that the Constitution Improvement Working Party would be bringing forward a draft for discussion by councillors, focused on establishing broad principles rather than setting out detailed procedures or practices.

Councillor training was discussed, and a general view against mandatory training was expressed, in favour of making opportunities available at appropriate opportunities, targeted as much as possible to specific issues or roles. Both minority party leaders felt that ethical governance issues were rarely discussed explicitly within their groups. The independent members of the Committee offered to attend their meetings at any point if the leaders felt it might be useful.

The Chairman thanked the minority party leaders for coming along to discuss these issues with the Committee.

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Report No.

London Borough of Bromley

Agenda
Item No.

PART 1 - PUBLIC

Decision Maker: Standards Committee

Date: 9 March 2010

Decision Type: Non-Urgent Non-Executive Non-Key

Title: MONITORING OFFICER'S GENERAL REPORT

Contact Officer: Sheila Bennett, Asst Director, Democratic and Customer Services
Tel: 020 8313 4484 E-mail: sheila.bennett@bromley.gov.uk

Chief Officer: Mark Bowen, Director of Legal, Democratic and Customer Services

Ward: Borough-wide

1. Reason for report

1. To update the Committee on the; publication of Standards for England guidance on a number of issues; current status of the revised councillor Code of Conduct and the Council's entry into the LGC awards in the Standards and Ethics category
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2. **RECOMMENDATION(S)**

That the Committee:

- 2.1 notes recent guidance issued by Standards for England on various issues;
- 2.2 considers if there are any aspects of the guidance it wishes to consider or discuss further at the meeting
- 2.3 notes the position on the proposed revised Code of Conduct for councillors;
- 2.4. notes the recommendations to be made to Council by the appointments panel for Independent Standards Members vacancies; and
- 2.6 notes the Council's shortlisting for the 2010 LGC Awards in the Standards and Ethics category

Corporate Policy

1. Policy Status: Existing policy. The Standards Committee is responsible for Member conduct and ethical governance in Bromley
 2. BBB Priority: Excellent Council.
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Financial

1. Cost of proposal: N/A
 2. Ongoing costs: N/A.
 3. Budget head/performance centre: There is not a budget for the work of the Standards Committee. Any costs need to be met from virements from other Budget Heads.
 4. Total current budget for this head: £0.
 5. Source of funding: n/a
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Staff

1. Number of staff (current and additional): The Director of Legal, Democratic & Customer Services is designated the Council's Monitoring Officer. The Assistant Director, Legal & Support Services provides support as Deputy Monitoring Officer, with the Assistant Director, Democratic and Customer Services, supporting the Standards Committee.
 2. If from existing staff resources, number of staff hours: Varies, depending on issues arising
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Legal

1. Legal Requirement: Statutory requirement. The Standards Committee and standards system are requirements of the Local Government Act 2000, as amended by subsequent legislation, most recently by the Local Government & Public Involvement in Health Act 2007.
 2. Call-in: Call-in is not applicable.
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Customer Impact

1. Estimated number of users/beneficiaries (current and projected): The standards system has the potential to impact on any person who has contact with a Member of Bromley Council where that person considers the Member has breached the Code of Conduct.
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Ward Councillor Views

1. Have Ward Councillors been asked for comments? N/A.
2. Summary of Ward Councillors comments:

3. COMMENTARY

Guidance notes

- 3.1. Standards for England (SfE) has recently issued a number of guidance documents relating to:
- * [Freemasons and the Code of Conduct](#) (Appendix 1)
 - * [Independent members](#) (Appendix 2)
 - * [Charitable Trustees and declarations of interest under the Code](#) (Appendix 3)

These are all available on the Standards for England website (www.standardsforengland.gov.uk) and hyperlinks to these documents are also embedded in the text above.

3.2. Committee members may wish to consider if there are any issues covered in these guidance documents which they feel need clarification or further discussion at the meeting, or which they feel the Monitoring Officer should be circulating and promoting more widely.

New Code of Conduct

3.3. We have been informed by Standards for England that a new Code of Conduct for Members will not be laid during this Parliamentary session. Communities and Local Government have notified SfE that the Government is concentrating on financial instruments and so there will not be Parliamentary time available for the Code.

3.4. In practice this means that a new Code will not now be laid until after a general election.

Independent member recruitment

3.5. Both Rabbi Rothschild's and Mr Barnett's terms of office expire at the end of the 2009/10 municipal year, and Mr Barnett has resigned in the meantime, so we have been undertaking a recruitment exercise from January onwards, with the aim of appointing to these two posts during the Spring.

3.6 The Appointment Panel handling these vacancies is scheduled to meet on 8th March, and the Committee will be informed of their recommendations they will be making to Council at this meeting. The new members would take up their roles at the first meeting of the Committee in the new municipal year, in June 2010.

LGC ethics award

3.7. The Local Government Chronicle runs prestigious annual awards covering various aspects of public services, including ethics. We entered our Standards Committee work for consideration in this year's awards in the light of the extent to which we have achieved a demonstrable improvement in public perception of trustworthiness (as measured by the recent Place Survey) and the wider role that the Standards Committee has been developing over the past year or so.

3.8. The closing date for submission of our entry was 20th November, and the Chairman was involved in approving the final submission. We are delighted to say that out of the 20 entries submitted we have been shortlisted (alongside Kent CC, South Cambridgeshire DC, Waveney DC, Leeds City Council and West Somerset DC), and following rigorous questioning by the judging panel in January await the final results at the awards ceremony on March 24th 2010, which will be attended by a number of Standards Committee members.

Non-Applicable Sections:	Policy, Financial, Legal and Personnel
Background Documents: (Access via Contact Officer)	

Freemasons and the Code of Conduct

What is a Freemason?

Freemasonry is one of the world's oldest secular, fraternal and charitable societies. The United Grand Lodge of England administers Lodges of Freemasons in England and Wales. When freemasons pay their annual subscription fee to their respective Lodges, part of the fee goes automatically to the Freemasons' Grand Charity. The United Grand Lodge distributes charitable grants to individuals and groups through the Grand Charity.

Why do I need to declare my membership?

Personal and prejudicial interests are covered by paragraphs 8-13 of the Code of Conduct.

You have a personal interest in any business of your authority where either it relates to or is likely to affect any body directed to charitable purposes.

Overall, freemasons are not singled out by the Code. The Code applies to membership of any body that is directed to charitable purposes.

Under paragraph 8(1)(a) (ii) (bb) of the Code, freemasons who are members of the Grand Charity must register membership of the Grand Charity in their register of members' interests and, where appropriate, declare their membership of the Grand Charity as a personal or prejudicial interest before or during council meetings. If an individual lodge is one which has charitable status or could be described as a body directed towards charitable purposes, then membership of that lodge would also need to be registered.

Councillors who are freemasons will also need to declare membership of their lodge as a personal interest in a matter to be discussed if that matter would affect the member to a greater extent than the majority of other people in the area affected by the decision. The member will also need to consider whether that interest is prejudicial. For example, if the councillor's own lodge was making a planning application it would be necessary to declare a personal and prejudicial interest when that matter is considered.

The recent government decision that freemasons will no longer need to declare their membership when applying for positions on the judiciary does not affect the need to register membership as an interest under the Code.

Find out more

- Please read our [Code of Conduct: Guidance for members 2007](#)
- Call our enquiries line on 0845 078 8181
- Email us at enquiries@standardsforengland.gov.uk

Published on 4th January 2010.

Independent members

Who is an independent member?

Independent members are members of standards committees with no link to the authority they are overseeing. They are important in helping increase public confidence in the local standards framework. They provide a clear signal that the standards committee is acting fairly and impartially. Independent members also bring a wider perspective from their outside experiences. A person can only be an independent member if they:

- have not been a member or employee of the authority for the previous five years, or
- are not a member or officer of that or any other relevant authority, or
- are not a relative or close friend of a member or employee of your authority.

Attributes and skills of an independent member

Coming from outside the authority gives the independent member a different perspective and gives balance to the standards committee. Some of the attributes and skills expected of an independent member are:

- a keen interest in standards in public life
- a wish to serve the local community and uphold local democracy
- high standards of personal integrity
- the ability to be objective, independent and impartial
- sound decision-making skills
- questioning skills
- leadership qualities
- the ability to chair meetings.

The process of selecting an independent member

The position of independent member will be published in at least one local newspaper and in other similar publications or websites.

Each authority will have slightly different procedures for the recruitment of independent members but all will have an application and interview process. The appointment of an independent member has to be approved by a majority of the members of the council.

Each authority decides how to select independent members and how long an independent member should sit on the committee. This period of time should be long

enough for them to gain an understanding of the committee, the authority and its workings, but not so long that independence is lost.

Independent members on multiple standards committees

An independent member can be a member of several standards committees, for example on county and district committees. Independent members may also be temporarily appointed to another standards committee to consider a particular assessment, review or hearing or for a particular period of time. For example, an independent member can be appointed to a neighbouring standards committee for a short period in situations where a permanent member is unwell or if there is a conflict of interest.

Reappointment of independent members

Standards for England recommend independent members should serve no longer than two four year terms, but this is at the discretion of each authority.

Independent members cannot be automatically reappointed, and must go through a recruitment process.

Find out more

- Please read our [Code of Conduct: Guidance for members 2007](#)
- Call our enquiries line on 0845 078 8181
- Email us at enquiries@standardsforengland.gov.uk

Published on 4th January 2010.

Charitable Trustees and declarations of interest under the Code

Introduction

This guide is aimed at councillors who are trustees of charitable organisations. It explains the different types of charities that you may be involved in. It also aims to provide you with a better understanding of your role so that you know when to register and declare your interest under the Code of Conduct.

Any mention of a charitable organisation in this guide refers to a registered charity or an unregistered body which is directed to charitable purposes.

Understanding your charity

There are two main types of charities, incorporated charities and unincorporated charities.

An **incorporated charity** is a corporate body which has a legal existence that is separate from the individual persons that form it.

Most incorporated charities are limited companies registered with Companies House and the Charities Commission.

An **unincorporated charity** may be a ‘trust’ or ‘association’.

An unincorporated charity cannot itself ‘hold’ the legal title to land or other forms of investment because it has no separate legal status. For this reason, its land or investments will be held on its behalf by:

- individuals or an incorporated body known as a custodian trustee
- a holding trustee or
- a nominee.

Appointment

A charity’s governing document sets out your charity’s purposes and how it is to be administered. It will also, usually, set out how trustees are to be appointed which can vary according to the individual charity.

The governing document may be:

- a trust deed
- a constitution
- memorandum and articles of association **or**
- another document.

A trustee can be appointed directly by a charitable organisation or nominated by their local authority. He or she may be appointed to manage the charity or to only hold the title to the charity's land or investments. It is important to understand your role as a trustee in order to understand if you have an interest to register.

Charity trustees

Charity trustees serve on the governing body of a charity. They may be known as trustees, directors, board members, governors or committee members, or they may be referred to by some other title. For example, some charity trustees are known as 'officers' and have special responsibilities such as chair, treasurer or ex-officio trustee. An 'ex-officio trustee' is a type of charity trustee who is in that position because of their office, such as the mayor of a town or the head teacher of a school.

Whatever their title the principles and main duties of a charity trustee are the same. Charity trustees have and must accept ultimate responsibility for directing the affairs of a charity. They must ensure that it is solvent, well-run, and delivers the charitable outcomes for which it has been set up, for the benefit of the public. To act outside of their powers is a breach of trust.

Nominated trustee

Sometimes an individual is nominated by an organisation to be a charity trustee. For instance, a local authority may nominate its councillors onto the governing body of a charity that operates in its area and for which it has provided funding. Despite being appointed in a different way, nominated trustees (sometimes known as representative) have the same legal duties and responsibilities as any other charity trustee.

Other types of Trustee

There are three types of trustees who only hold the charity's land or investment; a custodian trustee, a holding trustee and a nominee.

A **custodian trustee** is a corporation, such as the treasury solicitor, limited companies, health authorities, local authorities or other types of organisations, whose main function is to hold the legal title to all investments and property on behalf of the charity. Note that an individual can never be one.

A **holding trustee** and a **nominee** can either be an **individual** or a **corporation**. They too hold the legal title to a charity's property or investments on behalf of the charity.

Corporate trustees

A corporate trustee is a corporation such as a local authority which has itself been appointed to act as a trustee of a charity. It may be appointed as a charity trustee or custodian trustee (holding trustee or a nominee) or both.

A local authority may act as the custodian trustee only if the charity is for the benefit of the people living in the whole or part of its area, and not an ecclesiastical charity or a local charity for the relief of poverty. For example, parish councils are often appointed custodian trustees of charitable village halls, recreation grounds and youth clubs.

If the corporation is appointed as a charity trustee it may be a “trustee for all purposes” acting on its own (a sole trustee) or one of a number on a body of charity trustees (a joint trustee). A corporation does not itself need to be charitable to be a trustee of the charity.

Many local authorities act as sole trustees of local charities – especially charities for recreational or educational purposes. This means the local authority as a corporate body both holds the property and oversees its application as a charity trustee.

If a local authority is itself the charity trustee, it decides within the scope of local government law, what structures should be used to reach decisions in its name as a charity trustee. For example, it may decide all the decisions are to be reached by the council or it may decide to delegate the decisions to a separate management committee. Whatever the structure employed, the individual councillors concerned are not themselves charity trustees and are not required to register their role in relation to the charity in their register of interests. When making charity decisions at the council or management committee meetings, they must only act in the best interests of the charity and independently of their local authority interests.

What personal interests should I register?

The Code of Conduct says you have a personal interest in any business of your authority where it relates to or is likely to affect an interest that you must register.

You must register your membership or position of control or management in:

- any body to which you are appointed or nominated by your authority
- any body directed to charitable purposes

If you are a charity trustee, you must always register your interest in the charity whether you are appointed directly by the charity or nominated by your local authority. This is because you are a member and in a position of management over the charity.

An example of this would be paying the charity’s employees or making decisions on the organisation direction.

Are there circumstances when I do not have to register a personal interest?

Yes there are. A holding trustee or nominee who only holds the charity's land or investment will not have a personal interest and will not need to register an interest. This is because he or she will not be a member of the charity nor in a position of general control or management. This type of trustee can only act on the lawful instructions of the charity trustees and in accordance with any provisions contained in the governing document.

Please note: Holding the legal title to a charity's property is usually all that holding trustees do. However, occasionally a charity's governing document may confer additional powers and responsibilities on a holding trustee. If you are a holding trustee who has any decision-making powers in the way the affairs of the charity are managed – either solely or together with other trustees you will be acting as a charity trustee and must register your interest as explained above.

If you do not have any of these decision-making powers, then you will not need to register your interest as an individual holding trustee.

Personal interests that affect your well-being or financial position

It is important to remember that even when your role does not give rise to an interest that needs to be registered it may still be a personal interest that you need to declare. This is because a decision in relation to the business of your authority which relates or affects the charity might reasonably be regarded as affecting your well-being or financial position more than it would affect the majority of inhabitants of the ward or electoral division or authority's area affected by the decision.

For example, you might have a personal interest if you are on a local authority's management committee, a trustee of a non-charitable trust, or a holding trustee or nominee.

Case Example

Haven Parish Council ("council") is the custodian trustee of Haven Village Hall. Councillor Jones is a parish council member and has been appointed by the Council to the governing body of the Village Hall Trust ("Charity Trustee"). The village hall is in need of repairs and the Charity Trustee applies for a council grant for the repairs. The council meets to consider the surveyors report and agree the funding. Does Councillor Jones need to declare any interest at the meeting?

- As a custodian trustee the council holds the legal title to the Haven Village Hall. The council will be able to act as a custodian trustee if the charity is for the benefit of the people living in the whole or part of its area. However the council can only act on the lawful instructions of the charity trustees of the Village Hall Trust. The council itself is not a charity trustee.

- Councillor Jones has been nominated on to the governing body of the Village Hall Trust by the council. Whether appointed directly by the trust or nominated by the council, Councillor Jones is a charity trustee. He must register this interest because he is a member and in a position of general control or management of a body to which he has been nominated by the council and also as it is a body which is directed to charitable purposes.
- When the matter relating to the grant application comes before the council, Councillor Jones will have a personal interest which he has registered and he must declare this interest at the meeting.
- As the matter affects the financial position of the trust, Councillor Jones may also need to declare a prejudicial interest and withdraw from the room if in his view an objective person would consider his interest as so significant that it is likely to prejudice his judgment of the public interest.

Find out more

- Please read our [Code of Conduct: Guidance for members 2007](#)
- Call our enquiries line on 0845 078 8181
- Email us at enquiries@standardsforengland.gov.uk

Published on 4th January 2010.

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LONDON BOROUGH OF BROMLEY

STANDARDS COMMITTEE

ANNUAL REPORT 2009/10

“From my viewpoint as a Chief Executive, I’d say that high standards of ethical behaviours in local government are more important now than ever before. We wanted to increase the emphasis and impact of the work we did on this. The standards committee at Bromley has evolved to the point where it makes an tremendous contribution to maintaining and developing those standards in the broadest sense. I enjoy my dialogue with the committee on my regular visits and the independent members bring a fresh perspective to our thinking.”

Role and membership of the Committee

1. The Standards Committee is the Council body responsible for promoting high standards of conduct by Councillors, hearing cases of complaint against councillors and promoting and maintaining high standards of ethical governance within the Council.
2. During the year, the membership of the Committee was increased by adding an additional Independent Member, and two additional councillors. Membership is as follows:

Independent Members

Mr Jonathan Prince (Chairman) (to 2012)
Dr Simon Davey (Vice-Chairman) (to 2012)
Mr David Barnett (resigned 2009)
Mr Nicholas Marcar (to 2013)
Rabbi Sylvia Rothschild (to 2010)

Councillors

Martin Curry
Peter Dean
Peter Fookes
Michael Tickner
Stephen Wells

I would like to record the Committee’s thanks to Mr Barnett for his valuable period of service on the Committee, and welcome Mr Marcar as our newest independent member.

3. During the year the Committee held a series of scheduled meetings, on June 10th, October 5th, December 8th and March 9th. We received no public questions at these meetings.
4. I attended Full Council in June 2009 as Chairman to present this Committee’s second formal Annual Report to the Council, in order to ensure that the scope and impact of our work could be fully understood by councillors, staff and the wider Bromley public. I was pleased and encouraged to note the interest taken in our deliberations.

Hearing complaints

5. From May 2008 all complaints about Bromley councillors have been considered by the Bromley Standards Committee in the first instance rather than at national level. We decide if the complaint is, first of all, worthy of investigation and then whether there has been a breach of the Code. Ultimately we can hold a hearing and, if necessary, apply a penalty.
6. The Committee has established structures and procedures for local filtering and hearing of complaints. In-house training is provided for all Standards Committee members to ensure that they can carry out their new duties effectively when called on – this draws on general material provided by the Standards Board for England and also includes frequent informal tailored and specific briefings for Standards Committee members on different types of hearing. Independent members of the Standards Committee have also undertaken visits to a variety of Council meetings to observe proceedings, to assist them in making informed judgements on issues that the Standards Committee might wish to discuss or undertake further work on in the future, and are looking for further ways to develop their role, both collectively and as individuals.
7. We publicise our arrangements widely through both internal and external channels, and make information and complaints forms available both in hard copy and through the Council's website.
8. We monitor the conduct of councillors against their compliance with the Code of Conduct, and any complaints received against them. Over the year, two formal complaints were received, relating to two specific incidents. These were filtered by Initial Assessment Sub-Committees of the Standards Committee. In both cases the Initial Assessment Sub-Committee decided to take no further action. We also await the outcome of one case which was referred for further detailed investigation by the Standards Board in December 2008 and which has been passed on to the Adjudication Panel (now the First-Tier Tribunal (Local Government Standards, England)) for determination. In all cases we have achieved and published our decision well within the 20 day national target timescale.
9. We have received relatively few complaints that have required local filtering; we believe that this is a positive situation, and we do not wish to have to exercise this power more than we need to. As such, we look to our councillors to maintain their excellent record of responsible behaviour.

“We have an Independent members’ group which meets quarterly and feeds back with ideas and recommendations for action. We see ourselves as “guide dogs” rather than “watchdogs”, supporting the improvement (and recognition) of ethical behaviour in the round. As a Standards Committee we work with officers and Members as a partnership, holding each other to account.

We are committed to development, undergoing training ourselves as well as promoting it within the wider authority. We have allocated key responsibilities and accountabilities between us and have opportunities to discuss issues and concerns outside the Standards Committee meetings to keep our work plan on track. Above all we are here to support the ethical conscience of Bromley and the limited number of complaints and efficient way they are resolved is one of the key indicators of our success”

A wider role in promoting ethical governance issues

10. This year reflected the increasing emphasis placed on ethical governance issues by key decision-makers in Bromley. This Committee has not only had a discussion with the Leader of the Council on his role and commitment to maintaining high ethical standards in all aspects of Council work, but also the Leader of the Liberal Democrat Group on the Council, the Chief Executive, the Council’s Chief Planner, the Assistant Chief Executive responsible for Human Resources, and one of the Assistant Directors from Adult and Community Services Department responsible for commissioning social care services. In some cases, for example during discussions on issues arising from planning processes, the Committee has put forward ideas or suggestions which have been taken away for further consideration by the Development Control Committee. The Committee has also considered and discussed some challenging issues, such as the political dimensions of decision-making.

“ Previously the Standards Committee was viewed by officers (if they were aware of it at all) as a forum to monitor Councillor compliance with the Code of Conduct and other rather dry “legal” issues.

The Committee is now being seen as an important forum for considering ethical issues in their widest sense in respect of the Council’s core service delivery.

I found it especially useful to discuss them in respect of the Council’s social care contracts...not just standards and compliance with regulations but also how the delivery of services contributes to dignity and independence for individuals and the role of the wider community”

11. The Committee will be taking an active role in new councillor induction in May 2010, ensuring that potential candidates have their attention drawn to the obligations placed on them by the Code of Conduct before they stand; and that, once elected, they are aware of the role the Standards Committee plays in working with them to reinforce positive behaviour at all levels across the Council, and where they can seek guidance if they feel it would be useful. In addition to a general session there will be specific practical sessions covering areas such as

Development Control where ethical dilemmas can easily arise. The Committee has been encouraged to see the personal interest, lead and commitment demonstrated by senior figures on ethical issues, and will be interested in following up how they promote and develop the ethical governance agenda further with their colleagues at all levels.

"The Standards Committee showed a real grasp and interest in the issues of ethics and probity that Councillors involved in development control decisions face. They made some very practical suggestions about ways in which our processes might be changed to overcome some of these dilemmas which will be considered by Development Control Committee in the new Municipal Year."

12. Over the past 12 months we have monitored the operation of the Council as a whole against a variety of ethical governance indicators, including Audit Commission public interest reports, objections to the Council's accounts on ethical grounds, whistle-blowing issues, employment issues and complaints. We were pleased to note that these showed a relatively small number of issues raised, and no major ethical issues arising from them that required further investigation by the Committee.

Other business of the Committee

13. Having built sound foundations, the Committee has focussed during the year on promoting its work with a variety of different audiences; for example by developing the standards of conduct pages more fully on the Council's website, pulling together standards and governance issues to create a more rounded presentation of ethical governance issues; and by promoting our ethical governance approaches at various opportunities, e.g. at a Community Links Bromley conference, at gatherings of senior managers, and at meetings with local groups. We have used the opportunities presented by undertaking recruitment for independent members in both 2009 and in 2010 to promote the role and work of the Standards Committee to a wide range of local people and groups (e.g. business, voluntary sector, the local bench, youth organisations, etc). We were delighted to see when the Place Survey results were published that the percentage of local residents responding positively to the statement that the Council was trustworthy had risen to 73% from the 63% recorded in a comparable survey in the previous year.
14. The Committee seeks to benchmark its approach and work against best practice nationally, and uses attendance at the Annual Assembly of Standards Committees to identify areas where it might undertake further work in the future. We are always looking for ways to develop what we do for the benefit of the Council and local residents. However, this year we were encouraged by what we were told was best practice elsewhere to feel that in certain areas (such as our efforts to widen the scope of the Committee's work, our trail-blazing work in developing a diverse range of ethical indicators and our advance in public perception of the Council's trustworthiness) we were in advance of others.

15. We therefore decided to enter the prestigious Local Government Chronicle Awards, in the Standards and Ethics category, to measure ourselves against the best elsewhere. We were delighted to be one of the six authorities shortlisted in December (alongside Kent CC, South Cambridgeshire DC, Waveney DC, Leeds City Council and West Somerset DC), and following rigorous questioning by the judging panel in January await the final results in late March 2010.

“There have been few complaints against members at Bromley...in such circumstances some Standards Committees might have decided to “go through the motions”.

I have not found this to be the case with this Committee.

They have decided that what is being done well can always be done better. They have sought to inform themselves about the Authority’s activities, prepare a work plan and take this forward, with the aim of putting high ethical behaviour at the top of its agenda. I am encouraged by the approach of the Committee and as its newest independent member am pleased that I have the opportunity to influence its progress.”

Future work

15. There is a lot of work ahead for the Standards Committee in 2010/11, especially in continuing to tackle the practical challenges of handling local complaints filtering and hearings. The Committee hopes to continue its record of undertaking any deliberations within the 20 day recommended timescales, and to ensure that both parties receive full and prompt notifications of decisions taken.
16. The Committee has so far highlighted the following other areas for further development over the year ahead, and included them within its forward programme of work; namely:

(Items to go in from Forward Programme agreed at March meeting)

17. Finally, I would like to thank my colleague independent Members and Councillors who served on the Standards Committee in 2009/10, consolidating the considerable changes in the standards regime introduced during the previous year, and building on the wider perspective of standards and ethical governance. I am especially pleased that our hard work has gained national recognition this year. I look forward to working with them in 2010/11 in taking forward the next stages of work on these critical issues.

Jonathan Prince,
Chairman, Standards Committee 2009/10
March 2010

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Report No.
LDCS10033

London Borough of Bromley

Agenda
Item No.

PART 1 - PUBLIC

Decision Maker: **Standards Committee**

Date: **9th March 2010**

Decision Type: Non-Urgent Non-Executive Non-Key

Title: **ETHICAL INDICATORS**

Contact Officer: Graham Walton, Democratic Services Manager
Tel: 020 84761 7743 E-mail: graham.walton@bromley.gov.uk

Chief Officer: Mark Bowen, Director of Legal, Democratic and Customer Services

Ward: N/A

1. Reason for report

1.1 The Committee receives a report at each meeting on a selection of ethical indicators.

2. **RECOMMENDATION**

2.1 **That the information provided in the report be noted.**

Corporate Policy

1. Policy Status: Existing policy. The Standards Committee has an obligation to consider complaints that have an ethical dimension.
 2. BBB Priority: Excellent Council.
-

Financial

1. Cost of proposal: N/A
 2. Ongoing costs: N/A.
 3. Budget head/performance centre: N/A
 4. Total current budget for this head: £N/A
 5. Source of funding: N/A
-

Staff

1. Number of staff (current and additional): N/A
 2. If from existing staff resources, number of staff hours: N/A
-

Legal

1. Legal Requirement: Statutory requirement. Local Government Act 2000 (as amended) and Local Government and Public Involvement in Health Act 2007
 2. Call-in: Call-in is not applicable. Not an executive meeting.
-

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): N/A
-

Ward Councillor Views

1. Have Ward Councillors been asked for comments? No.
2. Summary of Ward Councillors comments: N/A

3. COMMENTARY

3.1 The Committee has previously agreed that information on certain ethical indicators be provided to meetings of this Committee. The indicators for the completed year 2008/09, and for April-January 2009/10, are set out below.

		Annual Total: 2008/09 (April 2008 to March 2009)	Running Total 2009/10 (April 2009 to January 2010)
1.	Audit Commission Public Interest Report	0	0
2.	Objections to the Council's accounts <i>(where there is an ethical basis)</i>	0	0
3.	Number of complaints against Councillors		
	<i>(a) Received but dismissed without investigation</i>	2	1
	<i>(b) Considered by Filtering Hearing –</i>		
	<i>- No action taken</i>	1	2
	<i>- Referred to Monitoring Officer</i>	1	0
	<i>- Referred to Standards Board</i>	1	0
	<i>(c) Breach found and sanction imposed.</i>	0	0
4.	Number of whistle-blowing incidents reported	3	0
5.	Number of employment tribunal cases received and settled or lost <i>(but only if arising from an ethical dispute.)</i>	0	0
6.	Number of Ombudsman complaints		
	<i>(a) Received</i>	57	44
	<i>(b) Settled</i>	43	28
	<i>(c) Finding of maladministration</i>	0	0
	<i>(d) Number of local settlements</i>	14	10

Non-Applicable Sections:	Policy/Financial/Legal/Personnel
Background Documents: (Access via Contact Officer)	Previous Ethical Indicators reports

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Agenda Item 11

STANDARDS COMMITTEE FUTURE WORK PROGRAMME

2nd June 2010	
Specific items	<ul style="list-style-type: none">• Leader of Council invited to attend• Leader of Labour Group invited to attend• Chief Planner invited for feedback
Standing items	<ul style="list-style-type: none">• dispensations;• complaints up-date and briefing/development issues for Members;• review of performance information on ethical indicators
NB. This meeting may start early to provide some training/briefing time for new independent members	
15th September 2010	
Specific items	<ul style="list-style-type: none">• Whistleblowing Annual Report• Compact – discussion with Chief Executive, Community Links Bromley and ACS rep• Ethical Audit – Progress report on follow-up actions taken, including communications plan• Chief Internal Auditor – update on Code of Corporate Governance
Standing items	<ul style="list-style-type: none">• dispensations;• complaints up-date and briefing/development issues for Members;• review of performance information on ethical indicators
24 November 2010	
Specific items	<ul style="list-style-type: none">• Chief Executive invited to attend• Ninth Annual Assembly of Standards Committees – feedback• Licensing and ethical issues
Standing items	<ul style="list-style-type: none">• dispensations;• complaints up-date and briefing/development issues for Members;• review of performance information on ethical indicators
24 February 2011	
Specific Items	<ul style="list-style-type: none">• Annual Report for full Council• Minority Party Leaders invited to attend• Work Programme 2011/12
Standing items	<ul style="list-style-type: none">• dispensations;• complaints up-date and briefing/development issues for Members;• review of performance information on ethical indicators

