

**STANDARDS COMMITTEE PERFORMANCE AGAINST PLAN
THIRD DRAFT**

<p align="center">Wiltshire Council's Vision is to create stronger and more resilient communities, underpinned by 3 key goals:</p> <p align="center"> 1. Deliver high quality, low cost, customer focused services. 2. Ensure local, open, honest decision-making. 3. Working together to support Wiltshire's communities </p> <p align="center">Wiltshire Council Standards Committee Vision is to raise public trust and confidence in local democracy by promoting consistently high standards of conduct throughout local government in Wiltshire</p>					
Standard Committee Goals	Standard Committee Output	Targets	Achieved Outputs		Links to Wiltshire Council Goals (1) (2) (3) (above) and Comments
			2009/10 Y/N	2010/11 Y/N	
<p>Apply the local standards framework in a fair, efficient and proportionate manner</p>	<p>Consider outcome of Standards for England's review on proportionality in local standards framework; review proportionality in the operation of the Council's own procedures.</p>	<p>Review operation of procedures by 31 Jul 10 <i>(depends on S for E's review)</i></p>			<p>(2)</p> <p><i>Completion date for Standards for England's review expected by 30 Apr 10?</i></p>
	<p>Review approach to local assessment to bring more in line with national average of complaints referred for investigation; arrange workshop on local assessment.</p>	<p>Initial assessment within 20 working days of receipt of complaint. Review decision within 20 working days of request for review. All investigations to be completed within 6 months of complaint reaching the Assessment Sub-Committee's (or if appropriate the Review Sub-Committee's) Decision. Subsequent Standards Committee hearings to be completed within 12 weeks of receipt of Investigator's Report</p>	N		<p><i>Local Assessment Workshop held on 3 Feb 10.</i></p> <p><i>Review quarterly</i></p>
	<p>Implement new Code of Conduct with training for all councillors.</p>	<p>Training Plan to be agreed before new code adopted Guidance sent to all councillors on changes introduced by the new code before adoption. All Wiltshire councillors <i>(a target for T,P&C councillors is mentioned on Pg 3)</i> to be trained in the new code ? months after adoption by the Council</p>	N		<p><i>New code due after the General Election</i></p>
	<p>Explore the use of mediation and informal resolution of complaints.</p>	<p>By 31 Jul 10</p>			

<p>Promote the ethical well-being of Wiltshire Council by embedding standards further within the Council</p>	<p>Support the Council in moving to a single culture by promoting the values articulated in “What will we be like?”</p> <p>Increase the Committee’s visibility by attendance at meetings of Council, Cabinet, Committees and Area Boards.</p> <p>Arrange regular meetings between the Chairman of the Standards Committee, Leader and Chief Executive to maintain contact and exchange areas of development and opportunities.</p> <p>Work collaboratively with Cabinet, Overview and Scrutiny Select Committees and the Audit Committee in improving the Council’s governance arrangements; develop working protocol for inclusion in the Constitution.</p> <p>Undertake review of the effectiveness of the Constitution as requested by Council.</p> <p>Oversight of the Council’s complaints handling to ensure that complaints are dealt with efficiently and lead to improvements in services to the public.</p> <p>Provide training on the Code of Conduct; monitor take-up and effectiveness of training.</p>	<p>To be developed in consultation with Cllr Laura Mayes, Wiltshire Council’s Portfolio holder for Culture Change</p> <p>Chair or Vice Chair to attend Council Meetings (6 per year) Chair or Vice Chair to attend 50% of Cabinet Meetings Standards Committee representation at all Area Boards at least once a year Standards Committee briefing to all Area Boards by October 2011</p> <p>Quarterly.</p> <p>Protocol to be completed for inclusion in Constitution in May 2010.</p> <p>Complete by 31 July 10. Review annually</p> <p>Submit an annual statistical return</p> <p>Code of Conduct to be included in the induction process of Officers and Councillors Provide E Training Package by ? ?% of Wiltshire Councillors undertaken training on code ?% reduction in complaints against Wiltshire Councillors</p>	<p>Y (C’llrs) N (Offrs)?</p>	<p style="text-align: center;">(1) (2)</p> <p><i>Portfolio lead for culture change (Laura Mayes) to be invited to meeting in May 2010. Link in with Council’s action plan for culture change</i></p> <p><i>Other Standards Committee Members encouraged to attend, especially where business is directly relevant to standards committee</i></p> <p><i>Met on 17 Dec 09. Next meeting to be fixed with new Chief Executive Feb / Mar 10</i></p> <p><i>Joint seminar on Comprehensive Area Assessment arranged on 17 Feb 10</i></p> <p><i>Dependent on the development of a complaints tracking system</i></p> <p><i>With HR advice, explore viability of Code of Conduct awareness being linked to appraisal reports</i></p>
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<p>Work with Parish, Town and City Councils to support them in their application of the local standards framework</p>	<p>Develop training package for Town, Parish and City(T,P&C) Councils in conjunction with WALC; finalise and implement programme for delivery of training; monitor the take-up and effectiveness of training.</p> <p>Communicate regularly with Town, Parish and City Councils on standards issues e.g. through Parish newsletter.</p> <p>Standards Committee visible presence at meetings of T,P&C Councils.</p> <p>Promote excellence in wider aspects of governance through membership of WALC.</p>	<p>Agree content / schedule by 31 Jul 10? Begin implementation by 31 Jul 10? Monitor effectiveness from 1 Nov 10?</p> <p>? % of T,P&C councils trained by 1 Apr 2011 ? % reduction in complaints against T,P&C councillors</p> <p>Articles in Parish newsletters as required Provide annual digest of code of conduct cases</p> <p>Standards Committee briefing to all Area Boards by October 2011</p> <p>Standards Committee representation at all Area Boards at least once a year.</p> <p>Aim for 90% WALC membership by 31 Sept10 and 95% WALC membership by 31 Sep 11?</p>			<p>(2) (3)</p> <p><i>Need advice from WALC how this is monitored. Perhaps a simple feedback form is needed for completion by T,P&C Council Clerks after the training?</i></p> <p><i>Briefing package to be developed by a SC Task & Finish Group by 31 Jul 2010</i></p> <p><i>May target some Parish Councils where a visit would be beneficial</i></p>
<p>Inform and engage the public on standards in local government</p>	<p>Provide articles related to the Code of Conduct in Wiltshire Council internal and external communications.</p> <p>Attend public meetings and events</p> <p>Produce leaflet on making a complaint and the local assessment process for distribution throughout Wiltshire.</p> <p>Review the Wiltshire Council web-site to ensure easy access.</p>	<p>Set % positive response target to People's Voice survey?</p> <p>Standards Committee representation at Area Boards.</p> <p>28 February 2010</p> <p>NYK</p>			<p>(2) (3)</p> <p><i>Aim for relevant input into the June 2010 edition</i></p> <p><i>Review events annually</i></p> <p><i>Timescale to be agreed with Web-site team</i></p>

Promote standards in partnerships	Review partnership governance arrangements; incorporate agreed values and standards of behaviour in partnership documentation	To be developed			(1) (3) <i>Needs to be done jointly with affiliated partners</i>
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Chair's summary of identified key trends.

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