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**Meeting:** Standards Committee  
**Place:** County Hall, Trowbridge  
**Committee Room:** The Willow Room, Conference and Development Centre  
**Date:** Monday, 9<sup>th</sup> December 2002  
**Time:** 3pm

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<b>Briefing Arrangements:</b>	<b>Date</b>	<b>Time</b>	<b>Place</b>
	None		

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Please direct any enquiries on this Agenda to Marie Todd, of Democratic and Members' Services, Corporate Services Department, County Hall, Trowbridge, direct line (01225) 713011.

Press enquiries to Communications on direct lines (01225) 713114/713115.

**Members are reminded of the need to consider whether they have a pecuniary or non-pecuniary interest to declare in any of the matters on this agenda.**

### **PART I**

#### **Items to be considered while the meeting is open to the public**

1. **Membership** The Director of Corporate Services will report.
2. **Attendance of Non-Members of the Committee** The Director of Corporate Services will report.
3. **Apologies**
4. **Minutes of Previous Meeting** To confirm and sign the minutes of the Committee meeting held on 14<sup>th</sup> October 2002 (previously circulated).
5. **Chairman's Announcements**
6. **Public Participation** To receive any questions or statements from members of the public for which two clear working days' written notice have been given to the Director of Corporate Services. A maximum of 15 minutes is allowed for this item and individual speakers are limited to two minutes.

7. **District Auditor's Management Letter 2000-2001** A report by the Chief Executive is circulated.
8. **Internal Audit Section Annual Report 2001-02** A report by the Chief Auditor is circulated.
9. **Corporate Complaints Procedure** A report by the Director of Environmental Services is circulated.
10. **Future Meeting Dates** To note the following meeting dates of the Committee as set out in the new County Council diary:  
  
3<sup>rd</sup> February 2003  
3<sup>rd</sup> March 2003  
7<sup>th</sup> April 2003  
6<sup>th</sup> May 2003  
9<sup>th</sup> June 2003  
7<sup>th</sup> July 2003  
1<sup>st</sup> September 2003  
6<sup>th</sup> October 2003  
3<sup>rd</sup> November 2003  
1<sup>st</sup> December 2003
11. **Urgent Items** Any other items of business which, in the opinion of the Chairman, should be considered as a matter of urgency. Urgent items of a confidential nature may be considered under Part II of this agenda.
12. **Exclusion of the Public** To consider passing the following resolution:  
  
To agree that in accordance with Section 100A(4) of the Local Government Act 1972 to exclude the public from the meeting for the business specified in Item No 14 because it is likely that if members of the public were present there would be disclosure to them of exempt information as defined in paragraph 4 of Part I of Schedule 12A to the Act.

## **PART II**

### **Items during whose consideration it is recommended that the public should be excluded because of the likelihood that exempt information would be disclosed**

13. **Corporate Complaint** A report by the Monitoring Officer is circulated.
14. **Corporate Complaint** A report by the Monitoring Officer is circulated.
15. **Corporate Complaint** A report by the Monitoring Officer is circulated.
16. **Subject Access Request Under the Data Protection Act 1998** The Monitoring Officer will give a verbal update.