

**STEVENAGE BOROUGH COUNCIL STANDARDS COMMITTEE  
REVIEW AGAINST THE TERMS OF REFERENCE FOR THE MUNICIPAL YEAR 2007/8**

	<b>Activity</b>	<b>Activity in 2007/8</b>	<b>Assessment</b>	<b>Activity Planned for or Carried Out in 2008/9</b>
5.1	To promote and maintain high standards of conduct by councillors and co-opted members;	Training sessions noted in 5.5, As a local requirement, the RoMI is now required to be submitted annually. Members were pursued more rigorously to complete their declarations which were reviewed.	Satisfactory.	As in 2007/8. A review encompassing the totality of benefits received by members will be carried out,
5.2	To assist councillors and co-opted members to observe the Members' Code of Conduct;	Training session noted in 5.5.  The Monitoring Officer has provided advice & guidance to members on an "as required" basis.	Satisfactory	A training session for new members will be arranged. The Monitoring Officer will continue to be available to provide advice & support
5.3	To advise the Council on the adoption or revision of the Members' Code of Conduct;	The revised code was accepted.	Satisfactory	As required.
5.4.	To monitor the operation of the Members' Code of Conduct	As per 5.14, the Registers of Members Interests & of Gifts & Entertainment were reviewed. There were seven complaints raised by a single individual against members in the year. All were dismissed by the Standards Board & the Complainant is now treated	Satisfactory.  The Monitoring Officer and elected members of the Standards Committee are not aware of any ethical issues of substance.	Maintain vigilance. The first governance report which will cover year 2007/8 which will be completed in mid year will provide additional assurance about ethical standards.

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		as a vexatious person		
5.5	To advise, train or arrange to train councillors and co-opted members on matters relating to the Members' Code of Conduct;	Three training sessions were organised by the Monitoring Officer in June/July 2007 and January 2008.	Satisfactory	A session for training of new members which will also be an opportunity for refresher training for other members will be provided.
5.6	Responsibility for granting dispensations to councillors and co-opted members from requirements relating to interests set out in the Members' Code of Conduct;	Reactive. No requests in period		Reactive
5.7	To deal with any reports from a case tribunal or interim case tribunal, and any report from the monitoring officer on any matter that is referred by an ethical standards officer to the monitoring officer;	The procedure is in place. No reports received in period	Satisfactory	.
5.8	To deal with any matters referred from the Full Council or any other body;	Committee members participated in the development of the first annual Governance Report	Satisfactory	Participation in the preparation of the Governance Audit will continue on an annual basis.
5.9	To consider reports and other communications from external and internal audit relating to good governance and the ethical standards of this Authority and without any limitation on the statutory powers of the Standards Committee making recommendations to the Executive or a Committee of the Council following such consideration;	Reactive, No activity in period	Satisfactory	Reactive
5.10	To review aspects of the Constitution	To meet the requirements of		Training of committee

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	relating to other terms of reference for this Committee including matters covered by the ethical governance audit.	local assessment of complaints, the established membership of the committee was increased to nine including the recruitment of a third independent member.		members in the process & procedures for local assessment of complaints has been provided
5.11	To receive and consider general reports and communications from the Ombudsman and, at the discretion of the Committee, reporting and making recommendations to the appropriate body;	The annual LA Ombudsman's report was reviewed.	Satisfactory	As required.
5.12	To review and make recommendations on protocols and employment contract conditions dealing with ethical standards for officers' behaviour;	No activity in period	Satisfactory	
5.13	To consider and make recommendations as appropriate on all protocols affecting the conduct of Members and officers;	Reactive - no activity in period	Satisfactory	As required.
5.14	To review the register of Members' Interests at such times and in such a manner as the Committee feels appropriate.	The register for the 2007/8 year together with the Register of Gifts & Entertainment for the 2006/7 year was reviewed in October 2007.	Compliance with local requirements has improved since 2005/6. Some points of detail were picked up and notified to members. More general issues will be addressed in training sessions	The review is now carried out on an annual basis. Public access has been facilitated by making the register available on the Council's website.