

AGENDA

Standards Committee

Date: **Friday 22 October 2010**

Time: **3.00 pm**

Place: **The Council Chamber, Brockington, 35 Hafod Road,
Hereford**

Notes: Please note the **time, date** and **venue** of the meeting.

For any further information please contact:

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Agenda for the Meeting of the Standards Committee

Membership

Chairman	Robert Rogers	Independent Member
Vice-Chairman	David Stevens	Independent Member
	Jake Bharier	Independent Member
	Isabel Fox	Independent Member
	John Hardwick	Parish and Town Council Representative
	Richard Gething	Parish and Town Council Representative
	John Stone	Local Authority Representative
	Beris Williams	Local Authority Representative

GUIDANCE ON DECLARING PERSONAL AND PREJUDICIAL INTERESTS AT MEETINGS

The Council's Members' Code of Conduct requires Councillors to declare against an Agenda item(s) the nature of an interest and whether the interest is personal or prejudicial. Councillors have to decide first whether or not they have a personal interest in the matter under discussion. They will then have to decide whether that personal interest is also prejudicial.

A personal interest is an interest that affects the Councillor more than most other people in the area. People in the area include those who live, work or have property in the area of the Council. Councillors will also have a personal interest if their partner, relative or a close friend, or an organisation that they or the member works for, is affected more than other people in the area. If they do have a personal interest, they must declare it but can stay and take part and vote in the meeting.

Whether an interest is prejudicial is a matter of judgement for each Councillor. What Councillors have to do is ask themselves whether a member of the public – if he or she knew all the facts – would think that the Councillor's interest was so important that their decision would be affected by it. If a Councillor has a prejudicial interest then they must declare what that interest is. A Councillor who has declared a prejudicial interest at a meeting may nevertheless be able to address that meeting, but only in circumstances where an ordinary member of the public would be also allowed to speak. In such circumstances, the Councillor concerned will have the same opportunity to address the meeting and on the same terms. However, a Councillor exercising their ability to speak in these circumstances must leave the meeting immediately after they have spoken.

AGENDA

	Pages
<p>1. APOLOGIES FOR ABSENCE</p> <p>To receive apologies for absence.</p>	
<p>2. DECLARATIONS OF INTEREST</p> <p>To receive any declarations of interest by members in respect of items on the agenda.</p>	
<p>3. MINUTES</p> <p>To approve and sign the minutes of the meeting held on 02 July 2010.</p>	5 - 8
<p>4. APPLICATIONS FOR DISPENSATIONS RECEIVED FROM PARISH AND TOWN COUNCILS</p> <p>To consider applications for dispensations received from parish and town councils.</p> <p>Wards: County-Wide</p> <p><i>[Note: At the time that this agenda went to print, no applications had been received. If any applications are received before the meeting, a written report will be tabled.]</i></p>	
<p>5. ANNUAL GOVERNANCE REPORT 2009/10</p> <p>To note the Council's Annual Governance Report for 2009/10.</p> <p>Wards: County-Wide</p>	9 - 34
<p>6. STANDARDS FOR ENGLAND BULLETIN 48</p> <p>To note the latest bulletin from Standards for England.</p> <p>Wards: County-Wide</p>	35 - 38
<p>7. THE FUTURE OF THE LOCAL GOVERNMENT STANDARDS FRAMEWORK</p> <p>To note further information received regarding the future activities of Standards for England and the standards regime since the Committee's last meeting on 2nd July, 2010.</p> <p>Wards: County-Wide</p>	39 - 42

8. EXCLUSION OF THE PUBLIC AND PRESS

In the opinion of the Proper Officer, the following items will not be, or are likely not to be, open to the public and press at the time they are considered.

RECOMMENDATION: that under section 100(A)(4) of the Local Government Act 1972, the public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Schedule 12(A) of the Act, as indicated below and it is considered that the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

REASON: 7A - Information which is subject to an obligation of confidentiality.

9. LOCAL FILTER CASES AND DETERMINATIONS

43 - 62

To update the Committee on progress made with complaints about local authority, town or parish councillors.

Wards: County-Wide

10. PROGRESS REPORT ON A STANDARDS FOR ENGLAND INVESTIGATION

63 - 66

To consider progress made on a Direction issued by Standards for England in respect of a parish or town council.

Wards: County-Wide

11. RECOMMENDATION TO THE MONITORING OFFICER IN RESPECT OF A STANDARDS COMMITTEE HEARING DECISION

To consider an oral report from the Assistant Director – Legal and Democratic and Monitoring Officer, in respect of a recommendation to her arising from a Standards Committee Hearing Decision.

Wards: County-Wide

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- Inspect agenda and public reports at least three clear days before the date of the meeting.
- Inspect minutes of the Council and all Committees and Sub-Committees and written statements of decisions taken by the Cabinet or individual Cabinet Members for up to six years following a meeting.
- Inspect background papers used in the preparation of public reports for a period of up to four years from the date of the meeting. A list of the background papers to a report is given at the end of each report. A background paper is a document on which the officer has relied in writing the report and which otherwise is not available to the public.
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- Have a reasonable number of copies of agenda and reports (relating to items to be considered in public) made available to the public attending meetings of the Council, Cabinet, Committees and Sub-Committees.
- Have access to a list specifying those powers on which the Council have delegated decision making to their officers identifying the officers concerned by title.
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Agenda and individual reports can be made available in large print. Please contact the officer named on the front cover of this agenda **in advance** of the meeting who will be pleased to deal with your request.

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If you have any questions about this agenda, how the Council works or would like more information or wish to exercise your rights to access the information described above, you may do so either by telephoning officer named on the front cover of this agenda or by visiting in person during office hours (8.45 a.m. - 5.00 p.m. Monday - Thursday and 8.45 a.m. - 4.45 p.m. Friday) at the Council Offices, Brockington, 35 Hafod Road, Hereford.

COUNTY OF HEREFORDSHIRE DISTRICT COUNCIL

BROCKINGTON, 35 HAFOD ROAD, HEREFORD.

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HEREFORDSHIRE COUNCIL

MINUTES of the meeting of Standards Committee held at The Council Chamber, Brockington, 35 Hafod Road, Hereford on Friday 2 July 2010 at 2.30 pm

Present: David Stevens (Independent Member) (Vice-Chairman in the Chair)
 Jake Bharier (Independent Member)
 Isabel Fox (Independent Member)
 Richard Gething (Parish and Town Council Representative)
 John Hardwick (Parish and Town Council Representative)
 John Stone (Local Authority Representative)
 Beris Williams (Local Authority Representative)

[Note: due to the absence of the Chairman, Robert Rogers, it was agreed that the second part of Agenda Item 5 be brought forward to the start of the meeting to enable the appointment of a Vice-Chairman who would then take the meeting]

11. APPOINTMENT OF VICE-CHAIRMAN

The Committee noted that Council had agreed on 28 May 2010 that the position of Vice-Chairman of the Standards Committee be created, and that the appointment would be delegated to the Committee. The move to appoint a Vice-Chairman for the first time in the Committee's history was a response to the its increased level of activity. As well as acting in the Chairman's absence at meetings, the Vice-Chairman would assist in matters which required the Chairman's input in the absence of the Chairman

RESOLVED: (unanimously) that David Stevens be appointed Vice-Chairman for the ensuing municipal year.

12. STANDARDS COMMITTEE CHAIRMAN

The Committee noted that, at the Annual Council Meeting held on 28 May 2010, Robert Rogers was elected Chairman of the Standards Committee for the ensuing municipal year.

13. APOLOGIES FOR ABSENCE

Apologies were received from Robert Rogers (Independent Member and Chairman), Beris Williams (Local Authority Representative), Nicky Carless (Substitute Parish and Town Council Representative) and Mary Morris (Substitute Parish and Town Council Representative)

14. DECLARATIONS OF INTEREST

The following declarations of interest were made:

Member	Agenda Item	Type of Interest
Richard Gething	6 – Dispensations	Declared a prejudicial interest and left the meeting for the duration of this item
John Stone	10 – Appeal to the First-Tier Tribunal	Declared a personal interest and remained in the meeting for the duration of this item

15. MINUTES

RESOLVED: (unanimously) that the minutes of the meeting held on 16 April 2010 be approved as a correct record and signed by the Chairman.

16. CONSTITUTIONAL MATTERS

Members considered a report in respect of relevant constitutional matters which had been agreed by Council at its annual meeting on 28 May 2010. One action which Council had delegated to the Standards Committee – to appoint a Vice Chairman of the Committee - had been brought forward and resolved earlier on the agenda. In addition, the Committee noted the following actions agreed by Council:

- The Constitution would provide for Consideration and Hearing Sub-Committees in addition to the existing Assessment and Review Sub-Committees, comprising at least three members (to including and Independent Member in the chair, and for parish and town council matters, one Parish and Town Council Representative);
- The Council would continue to receive formal reports from the Standards Committee at all its meetings, as appropriate.

Members agreed that each of its guidance leaflets, produced jointly with the Herefordshire Association of Local Councils (HALC), should be reviewed to reflect any changes brought about by the new Constitution.

RESOLVED: (unanimously) that:

- (i) **the report be noted; and**
- (ii) **a review of all joint Standards Committee/HALC guidance leaflets be undertaken to reflect any changes brought about by the new Constitution.**

17. APPLICATIONS FOR DISPENSATIONS RECEIVED FROM PARISH AND TOWN COUNCILS

The Committee considered a report outlining a written application for a dispensation received from Bridstow Parish Council. Members referred to the Standards Committee (Further Provisions) (England) Regulations 2009, which enabled them to grant dispensations in circumstances when the number of councillors that would be prohibited from participating in the business of the council (due to them having a prejudicial interest) would exceed 50%.

All seven members of the Parish Council had requested a dispensation in relation to Bridstow Village Hall. The Parish Council was Custodian Trustee of the Village Hall rendering all members automatically trustees on acceptance of office as a parish councillor. The dispensation would enable member to discuss village hall matters. The Members were:

Richard Gething;
Shirley Preece;
Simon Brewer;
Margaret Lewis;
Valerie Davies;
Russell B Hamilton; and

Jenny Colin.

Members felt that there was merit in allowing the dispensation until 05 May 2011 so that the next application would coincide with the elections for Parish and Town Councillors to be held on that date.

RESOLVED: (unanimously) that

- (i) a dispensation be granted to Bridstow Parish Council for the members named above, in respect of Bridstow Village Hall, until 05 May 2011.**

18. BLOGGING AND SOCIAL NETWORKING

The Committee considered proposed guidance for all local authority, parish and town council members in respect of blogging, social networking and other forms of communication. Standards for England had initially issued guidance on its website, and the guidance proposed for Herefordshire essentially mirrored this, with some amendments in accordance with local procedures, and with additional advice for members who found themselves the subject of adverse comments in publications. The Committee felt that the guidance was essential to ensure that members were compliant with the Code of Conduct when using electronic forms of communication, particularly given the rapid and widespread distribution of this medium.

Members approved the guidance with some minor amendments.

RESOLVED: (unanimously) that:

- (i) It be recommended to Council that the guidance for blogging and social networking (with the Committee's suggested amendments) be adopted; and**
- (ii) The guidance be distributed to all local authority, parish and town councillors in Herefordshire.**

19. GUIDE TO STANDARDS PROCESSES

The Committee agreed a guide to Standards Committee processes in respect of complaints received about councillors in relation to the Code of Conduct. The aim of the guide was to help members of the public better understand the processes and the timescales involved. The guide would be made publicly available, and it would also appear on the Council's website. Given the proposed changes to the Standards regime announced by the government it was decided not to recommend the inclusion of this guide in the Council's constitution at this time. It was noted that the Constitutional Review Working Group had also agreed this approach.

RESOLVED: (unanimously) that:

- (i) the Government's proposals in relation to the wider Standards framework be noted and in the light of these, detailed Standards procedure rules be not included in the Council's constitution at this stage;**

- (ii) **subject to the Committee’s minor amendments, an agreed version of the guide to Standards processes and the Standards framework be made publically available, placed on the Council’s website and distributed to all Herefordshire Councillors, and the Herefordshire Association of Local Councils.**

20. THE FUTURE OF THE LOCAL GOVERNMENT STANDARDS FRAMEWORK

The Assistant Chief Executive (Legal and Democratic) reported on changes to Standards for England and the local Standards framework, through the proposed Decentralisation and Localism Bill due to be published later in 2010. Standards for England had ceased some of its activities and had cancelled this year’s Annual Assembly of Standards Committees in response to the news. To date, no further information was available on any proposals, and the local filter would continue to operate as before. The present message, therefore, was very much “business as usual” until any new measures were introduced by Central Government.

RESOLVED: (unanimously) that the report be noted.

21. DECISION OF THE FIRST TIER TRIBUNAL

The Committee noted that the First Tier Tribunal, in an appeal panel on 21 May 2010, upheld the decisions of the Standards Committee Hearing in the case of Councillor Frank Myers of Walford Parish Council. The Tribunal’s decision was publicly available under case reference APE 0491. Further progress through the appeals system would be monitored and members would be notified immediately.

RESOLVED: (unanimously) that the report be noted.

22. LOCAL FILTER CASES AND DETERMINATIONS

Members reviewed progress made on complaints about local authority, town and parish councillors since the introduction of the local filter on 08 May 2008. To date, the assessment and review sub-committees had dealt with eighteen complaints in 2008, fifty in 2009, and so far in 2010, eighteen.

RESOLVED: (unanimously) that:

- (i) **the report be noted; and**
- (ii) **a further report be presented at the next Standards Committee meeting outlining progress made with cases.**

23. PROGRESS REPORT ON A STANDARDS FOR ENGLAND INVESTIGATION

The Assistant Chief Executive (Legal and Democratic) apprised members of progress made with a Standards for England Direction issued in respect of a particular parish or town council.

RESOLVED: (unanimously) that:

- (i) **the report be noted; and**
- (ii) **a further progress report be considered at the next Standards Committee meeting, giving timelines wherever possible.**

The meeting ended at 4.20 pm

CHAIRMAN



MEETING:	STANDARDS COMMITTEE
DATE:	22 OCTOBER 2010
TITLE OF REPORT:	ANNUAL GOVERNANCE REPORT 2009/10

CLASSIFICATION: Open.

Wards Affected

None

Purpose

To introduce the external auditors' Annual Governance Report for 2009/10 which sets out:

- a. Their opinion on the financial statements for 2009/10 approved by the Committee on 29 June 2010.
- b. Their opinion on the Council's arrangements for securing value for money.
- c. Their recommendations for further improvements in the Council's governance arrangements arising from their audit work.

Key Decision

This is not a Key Decision.

Recommendation(s)

THAT:

- (a) the report be noted.

Alternative Options

- 1 This is an information report and therefore no alternative options are outlined.

Reasons for Recommendations

- 2 There is an obligation in the Councils Code of Governance that the Council's Director of Resources and the Council's Assistant Chief Executive (Legal and Democratic) and Monitoring Officer will make an annual report on the effectiveness of the Code to the Audit and Governance Committee, and to the Standards Committee, respectively.

Key Considerations

- 3 The Audit and Governance Committee considered the Annual Governance Report 2009 at its meeting on 17 September 2010. The Committee agreed the recommendations contained in the report. That Committee's report and recommendations, plus the Annual Governance Report, are attached for noting by the Standards Committee.

Appendices

Report to Audit and Governance Committee meeting of 17 September 2010, including the Annual Governance Report 2009/10.

MEETING:	AUDIT AND CORPORATE GOVERNANCE
DATE:	17 SEPTEMBER 2010
TITLE OF REPORT:	ANNUAL GOVERNANCE REPORT 2009/10
PORTFOLIO AREA:	RESOURCES

CLASSIFICATION: Open.

Wards Affected

None

Purpose

To introduce the external auditor's Annual Governance Report for 2009 which sets out:

- a. Their opinion on the financial statements for 2009/10 approved by the Committee on 29 June 2010.
- b. Their opinion on the council's arrangements for securing value for money.
- c. Their recommendations for further improvements in the council's governance arrangements arising from their audit work.

Key Decision

This is not a Key Decision.

Recommendation(s)

THAT:

- (a) the content of the Annual Governance Report (AGR) for 2009/10 attached to this report is discussed with the external auditor.
- (b) the action plan in the Annual Governance Report in response to the recommendations contained in the Report for 2009/10 be agreed.
- (c) the Draft Letter of Representation (Appendix 3 of the AGR 2009 attached to this report refers) be approved for signature by the Chair of the Committee and the Director of Resources.

Alternative Options

- 1 This is an information report and therefore no alternative options are outlined.

Reasons for Recommendations

- 2 The statutory Code of Audit Practice in Local Government Bodies requires the external auditor to make a report to those charged with governance that summarises the conclusions they have drawn from their audit work and their opinion on the financial statements and value for money. The Council's Constitution sets out the Audit & Governance Committee's responsibilities for matters of governance.

Key Considerations

- 3 The external auditor will present the Annual Governance Letter for 2009/10.
4. The Audit Commission anticipates issuing an unqualified opinion on both the statement of accounts for 2009/10 and the council's arrangements for securing value for money by the statutory deadline of 30 September 2010.
5. The Audit Commission has not identified any material or significant issues to bring to the Committee's attention this year.

Financial Implications

6. None arising directly from this report.

Legal Implications

- 7 This report has no legal implications.

Risk Management

- 8 The Audit & Governance Committee is charged with responsibility for corporate governance and will monitor progress made by management in addressing the issues identified in the external auditor's Annual Governance Letter for 2009/10. The Chief Internal Auditor will report progress in the internal audit assurance report he presents at each of the Committee's meetings.

Consultees

- 9 None.

Appendices

- 10 Annual Governance Report 2009/10 (attached as an appendix to this report).

Annual Governance Report

Herefordshire Council

Audit 2009/10

September 2010

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Ladies and Gentlemen

2009/10 Annual Governance Report

I am pleased to present the final version of my report on the results of my audit work for 2009/10.

I discussed and agreed a draft of the report with the Director of Resources and updated it as issues have been resolved.

My report sets out the key issues that you should consider before I complete the audit.

It asks you to:

- consider the matters raised in the report before approving the financial statements;
- take note of the adjustments to the financial statements set out in this report;
- agree to adjust the errors in the financial statements I have identified, which management has declined to amend or set out the reasons for not amending the errors;
- approve the letter of representation on behalf of the Council before I issue my opinion and conclusion; and
- agree your response to the proposed action plan.

Yours faithfully

Elizabeth Cave
District Auditor

September 2010

Key messages

This report summarises the findings from the 2009/10 audit which is substantially complete. It includes the messages arising from my audit of your financial statements and the results of the work I have undertaken to assess your arrangements to secure value for money in your use of resources.

Financial statements	Results
Unqualified audit opinion	Yes
Financial statements free from material error	Yes
Adequate internal control environment	Yes
Value for money	Results
Adequate arrangements to secure value for money	Yes

Audit opinion

- 1 Subject to receiving a satisfactory letter of assurance from the Director of Resources, I plan to issue an unqualified opinion on the financial statements in my audit report.

Financial statements

- 2 I am very grateful for the excellent co-operation and good working papers I received from your staff which have allowed me to fundamentally complete the audit. During the audit, management agreed to make a number of adjustments to the statement of accounts mainly to improve the detailed notes to the accounts.

Value for money

I assess your arrangements to secure economy, efficiency and effectiveness in your use of resources against criteria specified by the Audit Commission. I intend to issue an unqualified conclusion stating that the Council had adequate arrangements to secure economy, efficiency and effectiveness in the use of resources.

Independence

- 3 I can confirm that the audit has been carried out in accordance with the Audit Commission's policies on integrity, objectivity and independence.

Next steps

This report identifies the key messages that you should consider before I issue my financial statements opinion, value for money conclusion, and audit closure certificate. It includes only matters of governance interest that have come to my attention in performing my audit. My audit is not designed to identify all matters that might be relevant to you.

4 I ask the Audit and Corporate Governance Committee to:

- consider the matters raised in the report before approving the financial statements;
- take note of the adjustments to the financial statements which are set out in this report;
- agree to adjust the errors in the financial statements I have identified that management has declined to amend or set out the reasons for not amending the errors;
- approve the letter of representation on behalf of the Council before I issue my opinion and conclusion; and
- agree your response to the proposed action plan.

Financial statements

The Council's financial statements and annual governance statement are important means by which the Council accounts for its stewardship of public funds. As Council members you have final responsibility for these statements. It is important that you consider my findings before you adopt the financial statements and the annual governance statement.

Opinion on the financial statements

- 5** Before I give my opinion on the financial statements, there are a few actions which must be completed. Firstly I must consider any formal questions or objections from members of the public during the accounts inspection period. Secondly I will need to obtain from the Director of Resources a signed letter of representation from the Council relating to areas where I am reliant on management opinion for the accounting treatment for certain items in the accounts. Subject to these items, I expect to issue an unqualified opinion on the financial statements. Appendix 1 contains a copy of my draft audit report.

Errors in the financial statements

- 6** I am very grateful for the excellent co-operation and good working papers I received from your staff which allowed me to fundamentally complete the audit earlier than in previous years. This is a good achievement in view of the challenge of implementing complex changes to the way PFI and similar schemes need to be accounted for. During the audit, management agreed to make a number of adjustments to the statement of accounts, mainly to improve the notes to the accounts. The main issue was the inclusion of charges of £9.8 million due to the reduction in value (impairment) of PFI assets charges in the re-stated 2008/09 expenditure rather than as an adjustment to the 2008/09 opening balance. Officers have agreed to correct the accounts accordingly.
- 7** I have identified a number of errors that are not material in aggregate but which individually are above the trivial threshold. Officers do not propose to make amendments, so for information, they are reported as unadjusted mis-statements in Appendix 2.

Financial statements

- 8 The effect on the revenue account of making the non-trivial adjustments we have identified would be to reduce expenditure at the net cost of services line by £901,000. The Audit Commission audit approach also requires that any error found in our samples should be extrapolated across the whole population of items being audited. Two very minor errors were identified in a test of a sample of post year end transactions and impairments. If the error rate was replicated across the whole population the potential value of the errors would reduce expenditure on the net cost of services line by a further £30,000. However substantial additional work would be required to establish the accuracy of this figure. As this is not material we have not carried out further testing to clarify the true extent of the error.

Recommendation

- R1** Consider adjusting the remaining errors in the financial statements I have identified (Appendix 2), which management has declined to amend or set out the reasons for not amending the errors.

Letter of representation

- 9 Before I issue my opinion, auditing standards require me to ask you and management for written representations about your financial statements and governance arrangements. Appendix 3 contains the draft letter of representation.

Key areas of judgement and audit risk

- 10 In planning my audit I identified specific risks and areas of judgement that I have considered as part of my audit.

Table 1 Key areas of judgement and audit risk

Issue or risk	Finding
The 2009 Statement of Recommended Practice (SoRP) changed the basis of accounting for PFI and similar schemes requiring the re-statement of opening balances and 2008/09 comparative information.	I reviewed the Council's approach and re-stated balances. The pre-statement audit work identified the need for the Council to account for the Shaw Homes contract under IFRIC 12 as well. This review concluded that these restated balances were not materially misstated.
The 2009 SoRP changed the basis of accounting for collection fund transactions and balances requiring the re-statement of opening balances and 2008/09 comparative information.	I reviewed the proposed accounting treatment and re-statements prior to the preparation of the 2009/10 financial statements. The balances were re-stated correctly in accordance with SoRP guidance.

Issue or risk	Finding
As in 2008/09, we are not able to rely on a controls based approach to the audit of the creditor payments (CEDAR) and payments to independent care homes (ISIS).	I placed reliance on Internal Audit substantive tests that addressed the risks of mis-statement identified. Controls in the creditor system improved from October 2009 following the Committee's response to last year's governance report.
My early substantive testing of the physical existence of plant and equipment on the Council's asset register identified errors of both inclusion and omission in the register and the Council agreed to promptly review it before closing down the accounts.	The Council acted in response to the issues I raised at our pre-statement visit and undertook further work to confirm the existence of significant plant and equipment assets recorded on the asset register. The outcome was that £298,000 of IT and vehicle assets were written off. I substantively tested the existence of the revised asset register in relation to plant and equipment and found the revised balance to be materially correct.

Accounting practice and financial reporting

- 11** I consider the non-numeric content of your financial reporting. There is only one issue I want to raise with you.
- 12** The accounting requirements for the Private Finance Initiative (PFI) and similar contracts are no longer based on the UK accounting standard FRS 5 but on International Financial Reporting Standards (IFRS), specifically IFRIC 12: Service Concessions. The impact of this change is that the assets and associated liabilities of the two PFI contracts (Whitecross School and Waste) and one similar to a PFI (Shaw Homes) are now accounted for on-balance sheet. The change has been implemented retrospectively and therefore the accounts contain a number of prior period adjustments. In reviewing the accounting entries for the joint waste PFI produced by Worcestershire County Council, I noted a number of errors which management agreed to amend before the information was supplied to Herefordshire Council for inclusion in its accounts. I have also noted one non-trivial error in relation to the Council's Waste PFI which has not been amended for.
- 13** The Waste PFI is a contract with Mercia Waste for the disposal of waste, management of a recycling centre and management of a number of household waste sites. The Council has correctly identified the assets and the associated liability for the purpose of retrospective accounting entries, however four household waste sites were not valued in year by Worcestershire County Council and have been effectively impaired to zero value. Based on information provided in the operator's asset register the sites are not likely to have a value to the Council of more than £563,000 and are therefore not material. I recommend that these are valued and included in the 2010/11 Balance Sheet. I understand the Council is including a note in its accounts to explain this.

Financial statements

Recommendation

R2 Obtain a valuation from Worcestershire County Council for the remaining household waste sites and include in the 2010/11 balance sheet.

Value for money

I am required to decide whether the Council put in place satisfactory corporate arrangements for securing economy, efficiency and effectiveness in its use of resources. This is known as the value for money conclusion. I have based my conclusion on my work on the scored use of resources judgement.

Value for money conclusion

- 14 I assess your arrangements to secure economy, efficiency and effectiveness in your use of resources against criteria specified by the Audit Commission. I have shown my conclusions on each of the areas in Appendix 4.
- 15 I intend to issue an unqualified conclusion stating that the Council had adequate arrangements to secure economy, efficiency and effectiveness in the use of resources. Appendix 1 contains my draft report.

Glossary

Annual governance statement

16 A statement of internal control prepared by an audited body and published with the financial statements.

Audit closure certificate

17 A certificate that I have completed the audit following statutory requirements. This marks the point when I have completed my responsibilities for the audit of the period covered by the certificate.

Audit opinion

18 On completion of the audit of the accounts, auditors must give their opinion on the financial statements, including:

- whether they give a true and fair view of the financial position of the audited body and its spending and income for the year in question; and
 - whether they have been prepared properly, following the relevant accounting rules.
-

Qualified

19 The auditor has some reservations or concerns.

Unqualified

20 The auditor does not have any reservations.

Value for money conclusion

21 The auditor's conclusion on whether the audited body has put in place proper arrangements for securing economy, efficiency and effectiveness in its use of resources.

Appendix 1 – Independent auditor’s report to Members of Herefordshire Council

Opinion on the accounting statements

I have audited the accounting statements and related notes of Herefordshire Council for the year ended 31 March 2010 under the Audit Commission Act 1998. The accounting statements comprise the [Income and Expenditure Account, the Statement of Movement on the General Fund Balance, the Balance Sheet, the Statement of Total Recognised Gains and Losses, the Cash Flow Statement, Revenue Account, the Collection Fund and the related notes. These accounting statements have been prepared under the accounting policies set out in the Statement of Accounting Policies.

This report is made solely to the members of Herefordshire Council in accordance with Part II of the Audit Commission Act 1998 and for no other purpose, as set out in paragraph 49 of the Statement of Responsibilities of Auditors and of Audited Bodies published by the Audit Commission in April 2008.

Respective responsibilities of the Director of Resources and auditor

The Director of Resources’ responsibilities for preparing the accounting statements in accordance with relevant legal and regulatory requirements and the Code of Practice on Local Authority Accounting in the United Kingdom 2009: A Statement of Recommended Practice are set out in the Statement of Responsibilities for the Statement of Accounts.

My responsibility is to audit the accounting statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

I report to you my opinion as to whether the accounting statements give a true and fair view, in accordance with relevant legal and regulatory requirements and the Code of Practice on Local Authority Accounting in the United Kingdom 2009: A Statement of Recommended Practice, of the financial position of the Authority and its income and expenditure for the year.

Appendix 1 – Independent auditor’s report to Members of Herefordshire Council

I review whether the governance statement reflects compliance with ‘Delivering Good Governance in Local Government: A Framework’ published by CIPFA/SOLACE in June 2007. I report if it does not comply with proper practices specified by CIPFA/SOLACE or if the statement is misleading or inconsistent with other information I am aware of from my audit of the accounting statements. I am not required to consider, nor have I considered, whether the governance statement covers all risks and controls. Neither am I required to form an opinion on the effectiveness of the Authority’s corporate governance procedures or its risk and control procedures.

I read other information published with the accounting statements, and consider whether it is consistent with the audited accounting statements. This other information comprises the Explanatory Foreword. I consider the implications for my report if I become aware of any apparent misstatements or material inconsistencies with the accounting statements. My responsibilities do not extend to any other information.

Basis of audit opinion

I conducted my audit in accordance with the Audit Commission Act 1998, the Code of Audit Practice issued by the Audit Commission and International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the accounting statements and related notes. It also includes an assessment of the significant estimates and judgments made by the Authority in the preparation of the accounting statements and related notes, and of whether the accounting policies are appropriate to the Authority’s circumstances, consistently applied and adequately disclosed.

I planned and performed my audit so as to obtain all the information and explanations which I considered necessary in order to provide me with sufficient evidence to give reasonable assurance that the accounting statements and related notes are free from material misstatement, whether caused by fraud or other irregularity or error. In forming my opinion I also evaluated the overall adequacy of the presentation of information in the accounting statements and related notes.

Opinion

In my opinion the Authority accounting statements give a true and fair view, in accordance with relevant legal and regulatory requirements and the Code of Practice on Local Authority Accounting in the United Kingdom 2009: A Statement of Recommended Practice, of the financial position of the Authority as at 31 March 2010 and its income and expenditure for the year then ended.

Conclusion on arrangements for securing economy, efficiency and effectiveness in the use of resources

Authority’s responsibilities

The Authority is responsible for putting in place proper arrangements to secure economy, efficiency and effectiveness in its use of resources, to ensure proper stewardship and governance and regularly to review the adequacy and effectiveness of these arrangements.

Auditor’s responsibilities

I am required by the Audit Commission Act 1998 to be satisfied that proper arrangements have been made by the Authority for securing economy, efficiency and effectiveness in its use of resources. The Code of Audit Practice issued by the Audit Commission requires me to report to you my conclusion in relation to proper arrangements, having regard to relevant criteria for principal local authorities specified by the Audit Commission and published in May 2008 and updated in October 2009. I report if significant matters have come to my attention which prevent me from concluding that the Authority has made such proper arrangements. I am not required to consider, nor have I considered, whether all aspects of the Authority’s arrangements for securing economy, efficiency and effectiveness in its use of resources are operating effectively.

Conclusion

I have undertaken my audit in accordance with the Code of Audit Practice and having regard to the criteria for principal local authorities specified by the Audit Commission and published in May 2008 and updated in October 2009 and the supporting guidance, I am satisfied that, in all significant respects, Herefordshire Council made proper arrangements to secure economy, efficiency and effectiveness in its use of resources for the year ended 31 March 2010.

Certificate

I certify that I have completed the audit of the accounts in accordance with the requirements of the Audit Commission Act 1998 and the Code of Audit Practice issued by the Audit Commission.

Elizabeth Cave
Officer of the Audit Commission

Audit Commission
The Business Centre
Blackpole Road
Worcester
WR3 8SQ
September 2010

Appendix 2 – Unadjusted misstatements in the accounts

I identified the following misstatements during my audit, but management has not adjusted the financial statements. I bring them to your attention to help you in fulfilling your governance responsibilities. If you decide not to amend, please tell us why in the representation letter. If you believe the affect of the uncorrected errors, individually and collectively is immaterial, please reflect this in the representation letter. Please attach a schedule of the uncorrected errors to the representation letter.

Table 2

Description of error	Accounts affected	Value of error
Teachers unfunded benefits relating to previous periods charged to 2009/10 I and E.	Expenditure on children's services in I and E account and Statement of Movement on General Fund Balance note 10.3 employee contributions.	£115,000
Retentions on capital schemes not accrued in 2009/10 capital expenditure.	Fixed Assets (Land and Buildings) and Capital Creditors in Balance Sheet.	£649,000
External audit fees reported on a cash rather than accruals basis.	I and E-Corporate and Democratic core and Creditors in Balance Sheet.	£58,000
Highways staff capitalised salaries written off rather than being debited to fixed assets.	I and E-highways and Transport Services expenditure was overstated but reversed out through Statement of Movement on General Fund Balance. Fixed Assets (Infrastructure) was understated and Capital Adjustment Account (revenue charged to capital under statute) overstated.	£869,000

Appendix 2 – Unadjusted misstatements in the accounts

Description of error	Accounts affected	Value of error
Extrapolated Cut-off error.	Debtors and I and E -gross income.	£2,000 actual but this could be £248,000 reduction in expenditure if extrapolated to the entire population.(see comment in paragraph 8 re extrapolation).
Error in Lady Hawkins School impairment book entry	I and E (Children's Services), Fixed Assets, Capital Adjustment Account-impairment charges, and Statement of Movement on General Fund Balances.	£26,500 but extrapolated to the entire population this could be £243,000 increase in expenditure (see comment in paragraph 8 re extrapolation).

Appendix 3 – Draft letter of representation

Elizabeth Cave
Audit Commission
Blackpoll Business Centre
Blackpoll Road
Worcester
WR3 8SQ

Dear Liz

Herefordshire Council - Audit for the year 2009/10 ended 31 March 2010

I confirm to the best of my knowledge and belief, having made appropriate enquiries of other directors, officers of Herefordshire Council, the following representations given to you in connection with your audit of the Council's financial statements for the year 2009/10 ended 31 March 2010.

Compliance with the Statutory Authorities

I acknowledge my responsibility under the relevant statutory authorities for preparing the financial statements in accordance with the Code of Practice for Local Authority Accounting in the United Kingdom: A Statement of Recommended Practice which gives a true and fair view of the financial position and financial performance of the Council and for making accurate representations to you.

Uncorrected Misstatements

I confirm that I believe that the effects of the uncorrected financial statements misstatements listed in the attached schedule are not material to the financial statements, either individually or in aggregate. These misstatements have been discussed with those charged with governance within the Council.

Supporting Records

All the accounting records have been made available to you for the purpose of your audit and all the transactions undertaken by the Council have been properly reflected and recorded in the accounting records. All other records and related information, including minutes of all Council and Committee meetings, have been made available to you.

Irregularities

I acknowledge my responsibility for the design and implementation of internal control systems to prevent and detect fraud or error.

There have been no:

- Irregularities involving management or employees who have significant roles in the system of internal account control;
- Irregularities involving other employees that could have a material effect on the financial statements; or
- Communications from regulatory agencies concerning non-compliance with, or deficiencies on, financial reporting practices which could have a material effect on the financial statements.

I also confirm that I have disclosed:

- my knowledge of fraud, or suspected fraud, involving either management, employees who have significant roles in internal control or others where fraud could have a material effect on the financial statements; and
- my knowledge of any allegations of fraud, or suspected fraud, affecting the entity's financial statements communicated by employees, former employees, analysts, regulators or others.

Law, Regulations, Contractual Arrangements and Codes of Practice

There are no instances of non-compliance with laws, regulations and codes of practice, likely to have a significant effect on the finances or operations of the Council.

The Council has complied with all aspects of contractual arrangements that could have a material effect on the financial statements in the event of non-compliance. There has been no non-compliance with the requirements of regulatory authorities that could have a material effect on the financial statements in the event of non-compliance.

Assets

The following have been properly recorded and, where appropriate, adequately disclosed in the financial statements:

- losses arising from sale & purchase commitments
- agreements & options to buy back assets previously sold; and
- assets pledged as collateral.

Compensating Arrangements

There are no formal or informal compensating balancing arrangements with any of our cash and investment accounts.

Appendix 3 – Draft letter of representation

Contingent Liabilities

There are no other contingent liabilities, other than those that have been properly recorded and disclosed in the financial statements. In particular:

- there is no significant pending or threatened litigation, other than those already disclosed in the financial statements; and
- there are no material commitments or contractual issues, other than those already disclosed in the financial statements.

Related Party Transactions

I confirm the completeness of the information disclosed regarding the identification or related parties.

The identity of, and balances and transactions with, related parties have been properly recorded and where appropriate, adequately disclosed in the financial statements.

Post Balance Sheet Events

Since the date of approval of the financial statements by the Council, no additional significant post balance sheet events have occurred which would require additional adjustment or disclosure in the financial statements.

The Council has no plans or intentions that may materially alter the carrying value of classification of assets and liabilities reflected in the financial statements.

Signed on behalf of Herefordshire Council

I confirm that this letter has been discussed and agreed by the Council on (date)

Signed

Name

Position

Date

Appendix 4 – Value for money criteria

KLOE	Met
Managing finances	
Planning for financial health	Yes
Understanding costs and achieving efficiencies	Yes
Financial reporting	Yes
Governing the business	
Commissioning and procurement	Yes
Use of information	Yes
Good governance	Yes
Risk management and internal control	Yes
Managing resources	
Strategic Asset Management	Yes
Workforce	Yes

Appendix 5 – Action plan

Page no.	Recommendation	Priority 1 = Low 2 = Med 3 = High	Responsibility	Agreed	Comments	Date
Annual Governance Report 2009/10 - Recommendations						
7	R1 Consider adjusting the remaining errors in the financial statements I have identified (Appendix 2), which management has declined to amend or set out the reasons for not amending the errors.	2	Audit and Governance Committee	Yes	None	17 September 2010
9	R2 Obtain a valuation for the remaining household waste sites and include in the 2010/11 balance sheet.	2	Director Of Resources	Yes	None	31 March 2011

The Audit Commission

The Audit Commission is an independent watchdog, driving economy, efficiency and effectiveness in local public services to deliver better outcomes for everyone.

Our work across local government, health, housing, community safety and fire and rescue services means that we have a unique perspective. We promote value for money for taxpayers, auditing the £200 billion spent by 11,000 local public bodies.

As a force for improvement, we work in partnership to assess local public services and make practical recommendations for promoting a better quality of life for local people.

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Introduction

This Bulletin comes at a time of big change for us following the Government's announcement of its intention 'to abolish the Standards Board regime'. Whilst we still await the detail of this policy, we will share with you what we know about what is proposed, and outline the timetable for our closure.

Although we have had to modify our work programme in light of this proposal, we remain 'open for business' and set out in this Bulletin our schedule of activities for the coming year. We are committed to continuing to work with you and support you in operating the standards framework successfully.

This is a sad month for us as we say goodbye to many valued staff leaving the organisation in our first wave of redundancies. We are losing people who have contributed much to this organisation, and many of whom have worked for us for some time. They will be much missed. We wish them all well in their future endeavours and thank them sincerely for their hard work.

The Future of Standards for England and the Standards Framework

The Government's 'Programme for Government' of 20 May 2010 contained the commitment to "abolish the Standards Board regime". Primary legislation is needed to abolish Standards for England, and we expect the provisions to be included in the planned Decentralisation and Localism Bill which is due to be presented in late 2010, with Royal Assent anticipated between July and October 2011. This is likely to lead to final closure of this organisation sometime between 31 December 2011 and 31 March 2012. We have not seen any transitional provisions at this stage but will provide an update in a later Bulletin, when we know more.

In the light of these circumstances we have reviewed our business plan for this year and next. Our current priorities are to fulfil our statutory duties, to support local authorities in maintaining high standards and to assist the government in developing and implementing any new arrangements they may choose to put in place.

In the meantime, the local standards framework still exists and standards committees and monitoring officers have an obligation to keep the system operating.

In order to assist you we will:

- Continue to provide advice and information to those who phone or write to us with queries about the standards regime via our enquiries helpline, monitoring officer helpline or press helpline. We will respond immediately where we can by telephone or in writing by post or email.
- Update our guidance on the framework to make it easier to use.

There will be changes to the content of the guidance where sections may be out of date, inaccurate or incorrect. We have received several suggestions from stakeholders and will incorporate these in the guidance where appropriate.

The format of the guidance is changing to make it easier to use and more helpful. It will highlight all statutory requirements and provide a link to the relevant legislation.

We are not proposing to produce any other new guidance products, unless a specific need is identified. All revised guidance will only be available via our website.

- Produce an updated case review.

As a result of a request from the Association of Council Secretaries and Solicitors, and to assist the standards community as a whole, we are updating the Case Review 2007 to reflect cases decided by the First Tier and Upper Tribunals since the Case Review was last updated in 2008.

- Continue to carry out investigations referred to us by standards committees.

See the article towards the end of this bulletin on the factors we take into account when deciding whether to accept cases for investigation

- Maintain existing relationships with key stakeholder organisations.

Standards for England will continue to provide support to those in the regulated and standards community who have requested our help with ethical issues.

- Meet requests for staff to give presentations or attend training events.

We will continue to provide staff and material for presentations and training events where we are requested to attend and where it fits in with our current business plan.

- Maintain our web site as a resource to support standards committees.

We will carry out routine maintenance of our website and the guidance we provide on it. We have published our Annual Report and Annual Accounts online but we will not be printing these publications.

An update on monitoring returns

In June 2010 we sent out an email to all monitoring officers explaining that we had decided to postpone the return for the April to June quarter. As part of the review of the Business Plan we considered our requests for local authorities to complete quarterly monitoring. There will be no further requests for the submission of quarterly or annual returns. We do not anticipate re-establishing these procedures, unless a specific monitoring need arises in which we have to play a part.

The online questionnaires have been removed from our website and are now inaccessible. However, the information submitted by local authorities is available on request. If any authority wishes to obtain a copy we can provide them with pdf versions of any of the following:

- The standards committee composition details, correct as of the last date of monitoring (31 March 2010)
- Two years of case information, listed in chronological order by date received
- Annual Return 2008/09
- Annual Return 2009/10

Please email requests to authorityreturns@standardsforengland.gov.uk

Aggregated summary statistics of the quarterly return information are still available online at

<http://www.standardsforengland.gov.uk/CaseinformationReporting/Localstatistics/>

We will shortly be publishing an online report of the annual return information collected for 2009/10. This includes an introduction to the data, a key figures page, a summary of the findings and a full list of all the most common responses to each question.

Acceptance of Complaints by SfE

We have reviewed the factors we take into account when assessing if we will accept cases in the public interest, referred to us by local standards committees, for investigation. We reviewed the factors to see whether they were still appropriate taking into account the Government's stated policy, its localist approach to regulation of local government and our reduced budget.

We concluded that both the underlying criterion of public interest and the relating factors are consistent with our statutory purpose and continue to be valid while the current standards framework remains in place. Therefore we have not made any changes to the factors or criterion. However, when considering whether to accept cases we will have to have regard to the resources we have available and take account of the relative importance of cases.

Reappointment of Independent members

We have been asked if an authority has to follow our recommendation that independent members serve no more than two terms of four years after which new members should be recruited. Some authorities are concerned that, given the current uncertainty regarding the future of the standards regime, it may be preferable to retain those who have been trained and understand their role rather than to try to recruit and appoint new members. In light of the uncertain future of the standards framework we advise that, as long as the original appointment was carried out in accordance with all the correct legal requirements at the time (e.g. approved by full council, after being openly advertised and having assessed the suitability of all the applicants) an authority can extend that term for a further period. This can only be done during the term of office of an existing independent member and by approval from full council. Once the independent member's term has expired the full recruitment procedures must be followed again.

Tell us how it should be done

The Standards Forum now has more than 1,100 users and over 200 posts on almost 70 different topics. The subjects of vexatious complaints, informing the subject member about a complaint and promoting ethical behaviour continue to be popular. More recently posts about subject members resigning before an election and discussions about the future of the standards regime have been generating interest.

If you have anything to say about these issues or if you want to share good practice, seek advice from your peers or simply draw attention to something you think might be relevant to others, do it on the Forum. To have your say, visit:

www.standardsforengland.gov.uk/resources/TheStandardsForum/

The Forum is open to members of standards committees, monitoring officers and other relevant council officers. If you are not currently registered for the Forum and would like to have access, please email: forum@standardsforengland.gov.uk

MEETING:	STANDARDS COMMITTEE
DATE:	22 OCTOBER 2010
TITLE OF REPORT:	THE FUTURE OF THE LOCAL GOVERNMENT STANDARDS FRAMEWORK
REPORT BY:	ASSISTANT CHIEF EXECUTIVE LEGAL AND DEMOCRATIC (INTERIM)

Classification: Open

Purpose

To inform Members of further information received regarding the future activities of Standards for England and the standards regime since the last meeting of the Committee on 2nd July, 2010.

Recommendation

THAT the report be noted and Members give there initial views on the proposals which have emerged so far.

Key Points Summary

- A limited amount of information has become available since the meeting of the Committee on 2nd July.
- The proposed Decentralisation and Localism Bill will include proposals to 'abolish the Standards Board regime'. The budget for Standards for England (SFE) has also been reduced for this year by £1.45m (18%).
- Until such time as the relevant legislation is passed, the statutory framework remains operative and complaints are still being dealt with in the same way. A report about the progress of these is set out for Members in the confidential section of the Agenda.
- The SFE is of the view that the process is likely to lead to its final closure sometime between 31 December 2011 and 31 March 2012. As yet there is no indication of any transitional arrangements that will be put in place but further information is starting to emerge about how the ethical framework will be dealt with in future.

Alternative Options

- 1 There are none.

Further information on the subject of this report is available from
Sian Clark, Democratic Services Manager on (01432) 260222

Reasons for Recommendations

2. To note the emerging information about the Government's planned Decentralisation and Localism Bill on the SFE and the ethical standards framework.

Introduction and Background

3. The Government announced its intention to abolish the Standards Board regime on 20 May 2010.

Key Considerations

4. The Decentralisation and Localism Bill is due to be presented in late 2010 and Royal Assent is anticipated between July and October 2011.
5. On 20th September, Communities Minister Andrew Stunell announced that serious misconduct for personal gain will become a criminal act and that the SFE regime would cease, therefore removing the platform for 'petty local vendettas'. Mr. Stunell said the Standards regime which had been introduced by the Government to monitor the conduct of councillors, had become a vehicle for malicious and frivolous complaints and resulted in considerable costs having to be met by Councils to deal with them.
6. The Minister said that Local Standards Committees had investigated some 6000 complaints in the first two years of the regime and that over half of these had been judged not to be worthy of any further action.
7. The aim of the Minister is to introduce legislation so that all serious misconduct by Members will become a criminal offence and dealt with by the courts instead of the current arrangements where some matters are dealt with by the Monitoring Officer and the Standards Committee.
8. Greater importance will be attached to Councillors registering certain personal interests in a public register and there will be sanctions against those who fail to register or declare an interest, or deliberately mislead the public. The Minister believes that the changes will give voters the confidence that any Councillors who misuse their office will be effectively dealt with, and at the same time give greater assurance to Councillors that they will no longer be the subject of investigation over petty allegations. He also feels that the public should address unsatisfactory performance of Councillors via the ballot box.
9. The proposals will also give the Local Government Ombudsman greater powers so that local authorities will be legally compelled to implement the Ombudsman's findings. Further details are awaited on how this will fit into the new process.
10. The Government also intends introducing legislation to make it clear that Councillors will be able to campaign and vote freely on local ward issues. Councillors who have previously been prevented from speaking about the issues they had been elected on, such as planning matters, will have greater freedom to express their views.
11. The view of the Association of Council Secretaries and Solicitors is that the proposals will be similar to the position before the provisions of the Local Government Act 2000 came into effect. They suggest that it is possible that the LGA (and National Association of Local Councils) may

take on the role of maintaining some uniformity of ethical standards in local government, with the possible introduction of a non statutory model code for local authorities to adopt. They point out that if not, local government will be the only part of the public sector without an ethical code

12. At present there seem to be a number of gaps left when the new arrangements are brought into being and it is not yet clear how they will be dealt with. These include
 - how will complaints that fall between being trivial and being serious but which do not warrant criminal investigation be dealt with? – these may be picked up by the Local Government Ombudsman as maladministration complaints;
 - how will complaints about parish and town councillors be dealt with?
 - most of the complaints dealt with by the Council relate to allegations of mis-use of office or bullying – how will these be dealt with when the present system is abolished?
 - what about the principles of public life – there presumably still needs to be a framework within which councillors are required to operate?
 - the pre 2001 pecuniary and non pecuniary interests regime was helpful – albeit without real teeth – is this really going to be replicated or replaced by statutory offences regime?
13. More details are awaited about the implications of the new arrangements and the impact that they will have on the way the ethical process is managed locally and nationally. The Websites of SFE, the ACSeS and the DCLG are being monitored and the views of HALC sought about the proposals.

Community Impact

14. It is important to ensure that the community at large is aware that the statutory framework remains operative.

Financial Implications

15. There are no further financial implications known at this stage.

Legal Implications

16. Until such time as the relevant legislation is passed, the statutory framework remains operative

Risk Management

17. There is a need to ensure that, until otherwise known, the statutory framework is adhered to.

Consultees

18. There are none

Appendices

None

Background Papers

None

Further information on the subject of this report is available from
Pete Martens, Committee Manager on (01432) 260248

Document is Restricted

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Document is Restricted

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