

BRECKLAND COUNCIL

STANDARDS COMMITTEE

DRAFT WORK PROGRAMME 2009-11

Topic	Objective	Method(s) [For discussion]	Lead Officer	Timescale / Deadline	Progress
Liaison	To seek a closer spirit of cooperation with the rest of the Council, in particular by greater liaison with the Leader of the Council, Executive Members and senior management	Bi-annual meeting with the Leader/Executive members/Chief Executive/Committee Chairmen	Monitoring Officer		
Committee Role	1. Invite the Council to accept that the Standards Committee has a valuable role to play in reporting to the Council how members of the public are likely to take what they are saying and doing		Monitoring Officer		
	2. Look for a better understanding by the Standards Committee of the pressures on individual members, both generally and in particular in respect of the Code of Conduct	Produce regular Standards articles in the Members Information Bulletin	Monitoring Officer	6 times a year	
Raising Public Awareness	To consider the most effective and appropriate ways to publicise Breckland's Standards Committee and seek to use them.	Breckland Voice magazine, local press, village newsletters; hold "open house" sessions in the 5 main towns of the Breckland district either alone or with NALC, Town and Parish Forum	Standards Officer		

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Parish Council Awareness & Engagement	1. To increase our efforts to engage Breckland's parish councils on standards issues	Regular training, newsletters, providing advice on standards questions at parish level,	Standards Officer		
	2. To ensure that parish clerks have the information to assist them in their role in administering the affairs of the parish council	On notification of a newly appointed parish clerk write to invite them to a meeting to explain how the Council can help them in their role	Standards Officer	As and when necessary	
	3. To assist parish councillors in better understanding the Code of Conduct and how it affects them	Send an invitation to all parish councillors to come and talk on any issues they have on a one-to-one and confidential basis	Standards Officer	4 times a year	
	4. To arrange a meeting with the National Association of Parish Councils to see how we can work together for the parishes of Breckland	Meeting	Standards Officer		
	5. To ensure all parish and town councillors are aware of events taking place when invitations received by the parish clerk fall outside the parish council meeting timetable	Invite parish and town councillors to supply their e-mail addresses for the purpose of supplying event information	Standards Officer		Article in recent Town and Parish Newsletter sent out in November 2009