

# Public Document Pack

Date of issue: 2<sup>nd</sup> October 2007

**MEETING:**

**STANDARDS COMMITTEE**

**CO-OPTED/INDEPENDENT MEMBERS:**

The Reverend Paul Lipscomb (Chair), Mr Fred Ashmore,  
Mr Mike Field and Dr Henna Khan

**ELECTED MEMBERS:-**

Councillors Aziz, Dhaliwal, Finn, Khan, Mann and  
O'Connor

**PARISH COUNCIL MEMBER:-**

Britwell Parish Councillor Noline Brandligt

**DATE AND TIME:**

WEDNESDAY, 10TH OCTOBER, 2007 AT 6.15 PM

**VENUE:**

COMMITTEE ROOM 2, TOWN HALL, BATH ROAD,  
SLOUGH

**DEMOCRATIC SERVICES  
OFFICER:**

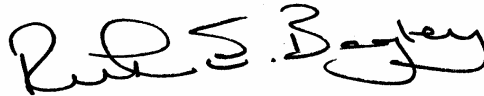
JUNE COOK

**(for all enquiries)**

01753 875019

**NOTICE OF MEETING**

You are requested to attend the above Meeting at the time and date indicated to deal with the business set out in the following agenda.



**RUTH BAGLEY**  
Chief Executive

**NOTE TO MEMBERS**

This meeting is an approved duty for the payment of travel expenses.

## AGENDA

### PART 1

<u>AGENDA ITEM</u>	<u>REPORT TITLE</u>	<u>PAGE</u>	<u>WARD</u>
	Apologies for absence.		
1.	Minutes of the last Meeting of the Committee held on 18 <sup>th</sup> June 2007	1 - 4	
2.	Declarations of Interest  (Members are reminded of their duty to declare personal and personal prejudicial interests in matters coming before this meeting as set out in the Local Code of Conduct)		
3.	Draft Annual Report 2006/2007 – <b>TO FOLLOW</b>		All
4.	Members' Performance Monitoring	5 - 20	All
5.	Ethical Governance - Action Plan	21 - 24	All
6.	Work Programme 2007/2008	25 - 28	All

### Press and Public

You are welcome to attend this meeting which is open to the press and public, as an observer. You will however be asked to leave before the Committee considers any items in the Part II agenda. Special facilities may be made available for disabled or non-English speaking persons. Please contact the Democratic Services Officer shown above for further details.

Minicom Number for the hard of hearing – (01753) 875030

**STANDARDS COMMITTEE – Meeting held on Monday, 18<sup>th</sup> June, 2007.**

**Present:-**

**Co-opted Independent Members:-**

Mr Fred Ashmore and the Reverend Paul Lipscomb.

**Elected Members:-**

Councillors Sukhjit Dhaliwal (part of the meeting), John Finn (part of the meeting), Latif Khan and Patricia O'Connor.

**Parish Council Representatives:-**

Britwell Parish Councillor Nicoline Brandligt.

**Apologies for absence:-** Councillors Aziz and Mann and Mr M Field.

**PART I**

**1. Declarations of Interest**

None.

**2. Election of Chair**

**Resolved -** That The Reverend Paul Lipscomb be appointed Chair of the Committee for the current municipal year.

(The Reverend Paul Lipscomb in the Chair)

**3. Minutes**

The minutes of the meeting of the Committee held on 2<sup>nd</sup> April, 2007 were approved as a correct record and signed by the Chair.

**4. Election of Vice-Chair**

**Resolved -** That Mr Mike Field be appointed Vice-Chair of the Committee for the current municipal year.

**5. Appointment of Standards (Local Determination) Sub-Committee**

**Resolved -** That Councillors Aziz, Latif Khan and O'Connor be appointed, together with the Independent Co-opted Members, to form a pool from which Members will be drawn to serve on the Standards (Local Determination) Sub-Committee for the current municipal year.

**Standards Committee – 18.06.07****6. Minutes of the Standards (Local Determination) Sub-Committee**

The minutes of the Standards (Local Determination) Sub-Committee meeting held on 10<sup>th</sup> April, 2007 were noted.

**7. Work Programme 2007/08**

The Member Services Manager submitted for consideration and approval the draft work programme for the Committee for 2007/08. The programme incorporated the actions approved by the Committee at its last meeting which included those agreed in direct response to recommendations made by the Council's External Auditors which in turn had been informed by the results of the Ethical Governance survey.

**Resolved –** That the draft work programme for 2007/08 now submitted be approved and adopted.

**8. Attendance at Parish and Borough Council Meetings**

In accordance with the provisions of Section 55 of the Local Government Act 2000 the Council's Standards Committee had the same functions in relation to Parish Councils and their Members for which the Council was the responsible Authority. The Chair was keen that the Committee should become more involved in the work of the Parish Councils and had proposed that, periodically, selected Members of the Committee and the Monitoring Officer should attend meetings of Parish Councils to observe their procedures and the behaviour of their Members. He had also suggested that this should be extended to Council and Committee meetings of this Authority and that the Independent Members should periodically attend these meetings.

The Committee at its meeting on 2<sup>nd</sup> April, 2007 had approved the Chair's proposals and had resolved that the Committee at this meeting should consider and approve arrangements for the proposed visits to Parish and Borough Council meetings. To this end dates of the Parish Councils' meetings for the forthcoming municipal year were submitted for information and Members were asked to indicate which meetings they would wish to attend.

**Resolved -**

- (a) That the following Members attend the meetings indicated below:-

<b>Authority Council Meeting</b>	<b>Date</b>	<b>Member(s) Attending</b>
Slough	24 <sup>th</sup> July, 2007	Mike Field
Slough	26 <sup>th</sup> September, 2007	Fred Ashmore

**Standards Committee – 18.06.07**

<b>Authority Council Meeting</b>	<b>Date</b>	<b>Member(s) Attending</b>
Colnbrook with Poyle	10 <sup>th</sup> July, 2007	Paul Lipscomb and the Monitoring Officer
Britwell	18 <sup>th</sup> July, 2007	Fred Ashmore and Councillor Patricia O'Connor
Britwell	17 <sup>th</sup> October, 2007	Mike Field
Wexham Court	11 <sup>th</sup> September, 2007	Mike Field and Councillor Sukhjit Dhaliwal

- (b) That the Members report back on their visits to the Standards Committee meeting on 10<sup>th</sup> October, 2007.

**9. Adoption of New Local Code of Conduct/Standards Board for England Statutory Guidance**

The Director of Law and Corporate Governance formally reported the publication in April this year of the new model Code of Conduct for Members which the Council had adopted at the adjourned Annual Council Meeting on 21<sup>st</sup> May, 2007. The model code adopted by the Council included local provisions which only applied to Slough Borough Council. These provisions provided for the incorporation of the following documents which currently formed part of the Council's ethical framework:-

- (a) Planning Code of Conduct for Members and Officers.
- (b) Local Code of Conduct governing relations between elected Members and Council employees.
- (c) Whistle blowing policy and procedure.

Any breach of the provisions within these documents would automatically be considered to be a breach of the Local Code.

The major changes to the former Code were:-

- Abolition of the duty of Members to report all alleged breaches of the Code, however minor.
- The introduction of a new provision of bullying and intimidation.
- Amendments in the way confidential information could be handled.
- Important changes to the definition of personal and prejudicial interest.
- Introduction of special categories of interest e.g. gifts and hospitality and sensitive information.

While the changes to the Code which allowed Members to represent the views of their constituents despite having a personal interest were welcomed some concern

**Standards Committee – 18.06.07**

was expressed about the changes to the definitions of personal and prejudicial interest which were more complicated.

The Standards Board for England had issued statutory guidance on the Code, a copy of which had been sent to all elected and co-opted Members who had been requested to sign an undertaking to abide by the provisions of the new Code.

**Resolved -** That the information report now submitted be noted.

Chair

(Note: The Meeting opened at 6.15 p.m. and closed at 6.40 p.m.)

**SLOUGH BOROUGH COUNCIL**

**REPORT TO:** Standards Committee

**DATE:** 10<sup>th</sup> October 2007

**CONTACT OFFICER:** June Cook, Member Services Manager  
**(For all Enquiries)** (01753) 875019

**WARD(S):** All

**PART I  
FOR DECISION**

**MEMBERS' PERFORMANCE MONITORING**

1. **Purpose of Report**

To submit for consideration details of Members' attendance at Council/committee/panel meetings etc, training sessions and meetings of outside bodies during 2006/2007.

2. **Recommendation(s)/Proposed Action**

- 2.1 The Committee is asked to consider and comment on the information now submitted. Any comments the Committee may make will be reported to the Council meeting on 11<sup>th</sup> December 2007.

3. **Key Priorities – Taking Pride in Slough and Making a Difference to Communities and our Environment**

**Priority 5 – Maintaining excellent governance within the council to ensure it is efficient, effective and economic in everything it does.**

- 3.1 By putting in place the means for effectively monitoring Members' performance the Council will help ensure that governance of the highest order is maintained which will also contribute to achieving the Council's other key priorities.

4. **Other Implications**

- 4.1 There are no financial, or any direct legal (including human rights) implications arising from this report.

5. **Supporting Information**

- 5.1 The Council at its meeting on 25<sup>th</sup> April 2006 approved the following recommendations of the Standards Committee:

“

- (b) That, annually, an information report be submitted initially to all Group leaders, non-Group Members and Members of the Standards Committee and then to the Council showing in respect of each Member for the preceding municipal year the following:-

- The number of meetings called to attend and the number of meetings actually attended.
- In respect of meetings not attended whether or not apologies were tendered and the reasons for non-attendance given.
- The number of training sessions attended.
- The record of attendance at compulsory training sessions.
- Attendance record at meetings of outside bodies to which Members were appointed as the Council's representative.

(c) That, at the end of each municipal year, each Member appointed as the Council's representative on an outside body be required to submit a short feedback report including details of the number of meetings they were called to attend and the number they actually attended.

(d) That, in respect of (c) above, random checks on Members' attendance on outside body meetings be carried out annually with the Members being selected at random by the Chair of the Standards Committee. “

5.2 During the municipal year 2006/2007, a record of elected Members' attendance was maintained in accordance with recommendation (b) above and a summary of the information gathered is set out in **Appendix 1**. Set out in **Appendix 2** are details of the attendance of Members who were appointed to serve as the Council's representatives on Outside Bodies during 2006/2007 based on the feedback forms submitted by Members.

5.3 Copies of Appendices 1 and 2 were circulated to Group Leaders on behalf of their Group Members and non-Group Members in June and Members were asked to submit any comments they had by 31<sup>st</sup> August 2007. To date no comments or queries have been received.

5.4 As regards resolution (d) above, all the Members currently still serving on the Council who were appointed to serve on outside bodies in 2006/2007 were identified and were each allocated a number. A 10% sample (based on 41 Members) was then selected at random by the Chair of the Standards Committee. The Members selected through this process were Councillors Dhillon, Grewal, Munkley and Smith. Those organisations to which they were appointed as the Council's representatives were asked to submit details of the total number of meetings they were called to attend; the actual number they attended and, if applicable, reasons for non-attendance, if available. A summary of their response is set out in **Appendix 3**.

## 6. Background Papers

Standards Committee Report to Council and relevant Minute for meeting held on 25<sup>th</sup> April 2006.

## 7. Appendices Attached

Appendix 1 - Members' attendance record 2006/2007

Appendix 2 - Members' attendance at outside bodies' meetings.

Appendix 3 - Results of random check on attendance at outside bodies.



# MEMBER ATTENDANCE FROM MAY 2006 - May 2007

APPENDIX 1

KEY TO ABBREVIATIONS:

**Apologised:**  
**PTM** - Prior to Meeting  
**ATM** - At Meeting  
**AFM** - After Meeting  
**N** - None

**Reason:** **AL** Annual Leave  
**FC** Family Commitments  
**NG** None Given  
**OTH** Other

**OCB** Other Council Business  
**SN** Sickness  
**WC** Work Commitments

COUNCILLOR	COMMITTEE APPOINTED TO	MEETINGS CALLED TO	MEETINGS ATTENDED	PART ATTENDED	APOLOGISED				REASONS GIVEN							
					PTM	ATM	AFT	N	AL	FC	NG	OTH	OCB	SN	WC	
Anderson, Rob	Council	12	10		2								1		1	
Anderson, Rob	Overview & Scrutiny	12	7	4	1				1							
Anderson, Rob	Scrutiny Development Steering Group	3	2	1												
Anderson, Rob	Appointments Sub-Committee	5	5													
<b>TOTAL</b>		<b>32</b>	<b>24</b>	<b>5</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>
<b>TRAINING: Compulsory</b>		<b>3</b>	<b>1</b>	<b>0</b>												
<b>TRAINING: Compulsory, attended voluntarily</b>		<b>0</b>	<b>0</b>	<b>0</b>												
<b>TRAINING: Discretionary</b>		<b>8</b>	<b>0</b>	<b>0</b>												
Arnold, Neil	Council	12	12													
Arnold, Neil	Overview & Scrutiny	12	11		1										1	
Arnold, Neil	Planning	5	3	1	1							1				
<b>TOTAL</b>		<b>29</b>	<b>26</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>
<b>TRAINING: Compulsory</b>		<b>7</b>	<b>6</b>	<b>0</b>												
<b>TRAINING: Compulsory, attended voluntarily</b>		<b>0</b>	<b>0</b>	<b>0</b>												
<b>TRAINING: Discretionary</b>		<b>9</b>	<b>4</b>	<b>0</b>												
Aziz, Mohammed	Audit Advisory Panel	0	N/A													
Aziz, Mohammed	Council	12	9		1	2			1		2					
Aziz, Mohammed	Planning	13	9	3	1				1							
Aziz, Mohammed	SACRE	2	1		1										1	
Aziz, Mohammed	School Organisation Committee	1	1													
Aziz, Mohammed	Social Services Complaints Review Par	0	N/A													
Aziz, Mohammed	Standards	5	3		2				1	1						
Aziz, Mohammed	Standards (Local Determination) Sub-C	1	1													
<b>TOTAL</b>		<b>34</b>	<b>24</b>	<b>3</b>	<b>5</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>
<b>TRAINING: Compulsory</b>		<b>7</b>	<b>3</b>	<b>0</b>												
<b>TRAINING: Compulsory, attended voluntarily</b>		<b>0</b>	<b>0</b>	<b>0</b>												
<b>TRAINING: Discretionary</b>		<b>9</b>	<b>4</b>	<b>0</b>												
Bains, Balvinder	Council	12	10		2				2							
Bains, Balvinder	Education & Children's Services Panel	6	4	1	1										1	
Bains, Balvinder	Employment & Appeals	6	5					1								
Bains, Balvinder	Employment & Appeals Sub-Cttee	2	1					1								
Bains, Balvinder	Heart of Slough Working Party	3	3													
Bains, Balvinder	SACRE	2	0		1			1							1	
Bains, Balvinder	Social Services Complaints Review Par	1	1													
<b>TOTAL</b>		<b>32</b>	<b>24</b>	<b>1</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>
<b>TRAINING: Compulsory</b>		<b>10</b>	<b>7</b>	<b>0</b>												
<b>TRAINING: Compulsory, attended voluntarily</b>		<b>0</b>	<b>0</b>	<b>0</b>												
<b>TRAINING: Discretionary</b>		<b>8</b>	<b>4</b>	<b>0</b>												
Bal, Joginder	Council	12	6		4	1		1			4					1
Bal, Joginder	Member Panel on Constitution	5	2					3								
Bal, Joginder	Overview & Scrutiny	12	3	3	2			4						1	1	
<b>TOTAL</b>		<b>29</b>	<b>11</b>	<b>3</b>	<b>6</b>	<b>1</b>	<b>0</b>	<b>8</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>2</b>	<b>0</b>
<b>TRAINING: Compulsory</b>		<b>2</b>	<b>1</b>	<b>0</b>												
<b>TRAINING: Compulsory, attended voluntarily</b>		<b>0</b>	<b>0</b>	<b>0</b>												
<b>TRAINING: Discretionary</b>		<b>8</b>	<b>4</b>	<b>0</b>												
Burkmar, Steve	Council	12	4	2	6				2	2						2
Burkmar, Steve	Employment & Appeals	3		1	1			1		1						
Burkmar, Steve	Green & Built Environment Panel	4	0		2			2			1				1	
Burkmar, Steve	Member Advisory Panel on Overarching	0	N/A													
Burkmar, Steve	Overview & Scrutiny	12		8	3			1	1							2
Burkmar, Steve	Planning	12	10	1	1				1							
Burkmar, Steve	Scrutiny Development Steering Group	3	2					1								
<b>TOTAL</b>		<b>46</b>	<b>16</b>	<b>12</b>	<b>13</b>	<b>0</b>	<b>0</b>	<b>5</b>	<b>4</b>	<b>3</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5</b>
<b>TRAINING: Compulsory</b>		<b>9</b>	<b>3</b>	<b>0</b>												
<b>TRAINING: Compulsory, attended voluntarily</b>		<b>0</b>	<b>0</b>	<b>0</b>												
<b>TRAINING: Discretionary</b>		<b>9</b>	<b>1</b>	<b>0</b>												
Butt, Rashad	Council	12	11	1												
Butt, Rashad	Licensing	5	1	2	1			1	1							
Butt, Rashad	Licensing Sub-Committee	0	N/A													
Butt, Rashad	Planning	13	9	2	1			1	1							
Butt, Rashad	SACRE	2	0	0	1			1			1					
Butt, Rashad	School Organisation Committee	1	0					1								
<b>TOTAL</b>		<b>33</b>	<b>21</b>	<b>5</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>2</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TRAINING: Compulsory</b>		<b>9</b>	<b>5</b>	<b>0</b>												
<b>TRAINING: Compulsory, attended voluntarily</b>		<b>0</b>	<b>0</b>	<b>1</b>												
<b>TRAINING: Discretionary</b>		<b>9</b>	<b>0</b>	<b>0</b>												

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**Reason:** **AL** Annual Leave  
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**APPENDIX 1**

COUNCILLOR	COMMITTEE APPOINTED TO	MEETINGS CALLED TO	MEETINGS ATTENDED	PART ATTENDED	APOLOGISED				REASONS GIVEN							
					PTM	ATM	AFT	N	AL	FC	NG	OTH	OCB	SN	WC	
Chaudhry, Shafiq	Community & Cultural Services Panel	6	2		2	1		1			1	1			1	
Chaudhry, Shafiq	Council	12	10		2						1	1				
Chaudhry, Shafiq	Employment & Appeals	6	4					2								
Chaudhry, Shafiq	Heart of Slough Working Party	3	2					1								
<b>TOTAL</b>		<b>27</b>	<b>18</b>	<b>0</b>	<b>4</b>	<b>1</b>	<b>0</b>	<b>4</b>	<b>0</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	
<b>TRAINING: Compulsory</b>		<b>7</b>	<b>5</b>	<b>0</b>												
<b>TRAINING: Compulsory, attended voluntarily</b>		<b>0</b>	<b>0</b>	<b>0</b>												
<b>TRAINING: Discretionary</b>		<b>8</b>	<b>5</b>	<b>0</b>												
Chohan, Nimrit	Audit Advisory Panel	1	1													
Chohan, Nimrit	Council	12	5	2	3	1		1			2	2				
Chohan, Nimrit	Customer Service & E-Government	5	3		1			1			1					
Chohan, Nimrit	Education & Children's Services Panel	6	3	1	2						1	1				
Chohan, Nimrit	Employment & Appeals	6	2		3			1					1		2	
Chohan, Nimrit	Licensing	5	5													
Chohan, Nimrit	Licensing Sub-Committee	9	9													
<b>TOTAL</b>		<b>44</b>	<b>28</b>	<b>3</b>	<b>9</b>	<b>1</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>4</b>	<b>3</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>2</b>	
<b>TRAINING: Compulsory</b>		<b>8</b>	<b>4</b>	<b>0</b>												
<b>TRAINING: Compulsory, attended voluntarily</b>		<b>0</b>	<b>0</b>	<b>0</b>												
<b>TRAINING: Discretionary</b>		<b>8</b>	<b>1</b>	<b>0</b>												
Choudhry, Pervez	Council	12	12													
Choudhry, Pervez	Education & Children's Services Panel	6	5			1						1				
Choudhry, Pervez	Licensing	5	4		1					1						
Choudhry, Pervez	Licensing Sub-Committee	5	5													
Choudhry, Pervez	Overview & Scrutiny	12	3	3	6				2		2				1	1
Choudhry, Pervez	SACRE	2	0		1			1							1	
Choudhry, Pervez	School Admissions Forum	1	0					1								
Choudhry, Pervez	Health Panel	5	0	2	2			1		1			1			
<b>TOTAL</b>		<b>48</b>	<b>29</b>	<b>5</b>	<b>10</b>	<b>1</b>	<b>0</b>	<b>3</b>	<b>3</b>	<b>1</b>	<b>3</b>	<b>0</b>	<b>1</b>	<b>2</b>	<b>1</b>	
<b>TRAINING: Compulsory</b>		<b>8</b>	<b>6</b>	<b>0</b>												
<b>TRAINING: Compulsory, attended voluntarily</b>		<b>0</b>	<b>1</b>	<b>0</b>												
<b>TRAINING: Discretionary</b>		<b>9</b>	<b>5</b>	<b>1</b>												
Diana Coad	Audit Advisory Panel	1	1													
Diana Coad	Green & Built Environment Panel	2	0	1	1					1						
Diana Coad	Education & Children's Services Panel	2	1		1					1						
Diana Coad	Employment & Appeals	3	1		2					1					1	
Diana Coad	Council	4	3		1					1						
<b>TOTAL</b>		<b>12</b>	<b>6</b>	<b>1</b>	<b>5</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	
<b>TRAINING: Compulsory</b>		<b>2</b>	<b>1</b>	<b>0</b>												
<b>TRAINING: Compulsory, attended voluntarily</b>		<b>0</b>	<b>0</b>	<b>0</b>												
<b>TRAINING: Discretionary</b>		<b>0</b>	<b>0</b>	<b>0</b>												
Cryer, Derek	Appeals Sub-Committee	3	3													
Cryer, Derek	Appointments Sub-Committee	7	7													
Cryer, Derek	Cabinet	10	10													
Cryer, Derek	Corporate Parenting Panel	0	N/A													
Cryer, Derek	Council	12	12													
Cryer, Derek	Employment & Appeals Sub-Committee	7	7													
Cryer, Derek	Heart of Slough Working Party	3	2		1							1				
Cryer, Derek	Member Panel on Constitution	5	5													
Cryer, Derek	Voluntary Sector Members' Panel	3	2		1							1				
<b>TOTAL</b>		<b>50</b>	<b>48</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TRAINING: Compulsory</b>		<b>4</b>	<b>3</b>	<b>0</b>												
<b>TRAINING: Compulsory, attended voluntarily</b>		<b>0</b>	<b>0</b>	<b>0</b>												
<b>TRAINING: Discretionary</b>		<b>8</b>	<b>1</b>	<b>0</b>												
Dhaliwal, Sukhjot	Council	12	6	2	2	1		1	1		2					
Dhaliwal, Sukhjot	Green & Built Environment Panel	6	2	1	2		1		1			2				
Dhaliwal, Sukhjot	School Admissions Forum	1	0					1								
<b>TOTAL</b>		<b>19</b>	<b>8</b>	<b>3</b>	<b>4</b>	<b>1</b>	<b>1</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TRAINING: Compulsory</b>		<b>3</b>	<b>1</b>	<b>0</b>												
<b>TRAINING: Compulsory, attended voluntarily</b>		<b>0</b>	<b>0</b>	<b>0</b>												
<b>TRAINING: Discretionary</b>		<b>8</b>	<b>0</b>	<b>0</b>												
Dhillon, Balwinder	Community & Cultural Services Panel	6	4	1				1								
Dhillon, Balwinder	Council	11	10	1												
Dhillon, Balwinder	Education & Children's Services Panel	6	2	1	1						1					
Dhillon, Balwinder	Health Panel	6	3	3												
Dhillon, Balwinder	Overview & Scrutiny	12	6	4	1			1		1						
<b>TOTAL</b>		<b>41</b>	<b>25</b>	<b>10</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TRAINING: Compulsory</b>		<b>2</b>	<b>2</b>	<b>0</b>												
<b>TRAINING: Compulsory, attended voluntarily</b>		<b>0</b>	<b>0</b>	<b>0</b>												
<b>TRAINING: Discretionary</b>		<b>8</b>	<b>5</b>	<b>0</b>												

## KEY TO ABBREVIATIONS:

**Apologised:**  
**PTM** - Prior to Meeting  
**ATM** - At Meeting  
**AFM** - After Meeting  
**N** - None

**Reason:** **AL** Annual Leave  
**FC** Family Commitments  
**NG** None Given  
**OTH** Other

**OCB** Other Council Business  
**SN** Sickness  
**WC** Work Commitments

## APPENDIX 1

COUNCILLOR	COMMITTEE APPOINTED TO	MEETINGS CALLED TO	MEETINGS ATTENDED	PART ATTENDED	APOLOGISED				REASONS GIVEN							
					PTM	ATM	AFT	N	AL	FC	NG	OTH	OCB	SN	WC	
Dodds, May	Appeals Sub-Committee	1	1													
Dodds, May	Council	12	7		2			3		1	1				1	
Dodds, May	Green & Built Environment Panel	6	3	1	2							1				
Dodds, May	Health Panel	6	4	1	1					1						
Dodds, May	Member Advisory Panel on Overarching	0	N/A													
Dodds, May	Member Panel on Slough Local Develo	3	1		1	1					1	1				
Dodds, May	Planning	13	11		2					1	1					
Dodds, May	School Organisation Committee	1		1												
<b>TOTAL</b>		<b>42</b>	<b>27</b>	<b>3</b>	<b>8</b>	<b>1</b>	<b>0</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>
<b>TRAINING: Compulsory</b>		<b>5</b>	<b>5</b>	<b>0</b>												
<b>TRAINING: Compulsory, attended voluntarily</b>		<b>0</b>	<b>1</b>	<b>0</b>												
<b>TRAINING: Discretionary</b>		<b>9</b>	<b>2</b>	<b>0</b>												
Edwards, John	Cabinet	10	7		3				1							2
Edwards, John	Council	12	10		1			1								1
Edwards, John	Member Advisory Panel on Overarching	0	N/A													
Edwards, John	Member Panel on Constitution	5	4	1												
<b>TOTAL</b>		<b>27</b>	<b>21</b>	<b>1</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3</b>
<b>TRAINING: Compulsory</b>		<b>2</b>	<b>1</b>	<b>0</b>												
<b>TRAINING: Compulsory, attended voluntarily</b>		<b>0</b>	<b>0</b>	<b>0</b>												
<b>TRAINING: Discretionary</b>		<b>8</b>	<b>0</b>	<b>0</b>												
Finn, John	Council	12	11		1				1							
Finn, John	Green & Built Environment Panel	6	3	1	1	1					1		1			
Finn, John	Licensing	5	3		1			1	1							
Finn, John	Licensing Sub-Committee	4	3					1								
Finn, John	Standards	5	2	1	2				1			1				
Finn, John	Standards (Local Determination) Sub-C	2	2													
<b>TOTAL</b>		<b>34</b>	<b>24</b>	<b>2</b>	<b>5</b>	<b>1</b>	<b>0</b>	<b>2</b>	<b>3</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>
<b>TRAINING: Compulsory</b>		<b>13</b>	<b>8</b>	<b>0</b>												
<b>TRAINING: Compulsory, attended voluntarily</b>		<b>0</b>	<b>1</b>	<b>0</b>												
<b>TRAINING: Discretionary</b>		<b>8</b>	<b>2</b>	<b>0</b>												
Grewal, Jagjit	Appointments Sub-Committee	7	6		1								1			
Grewal, Jagjit	Community & Cultural Services Panel	6	5		1				1							
Grewal, Jagjit	Council	12	10		2					1		1				
Grewal, Jagjit	Planning	13	9		3			1	1			2				
<b>TOTAL</b>		<b>38</b>	<b>30</b>	<b>0</b>	<b>7</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>2</b>	<b>1</b>	<b>0</b>	<b>3</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TRAINING: Compulsory</b>		<b>8</b>	<b>6</b>	<b>0</b>												
<b>TRAINING: Compulsory, attended voluntarily</b>		<b>0</b>	<b>0</b>	<b>0</b>												
<b>TRAINING: Discretionary</b>		<b>9</b>	<b>5</b>	<b>0</b>												
Haines, Tony	Cabinet	10	10													
Haines, Tony	Council	12	11					1								
Haines, Tony	Customer Service & E-Government	5	4		1											1
Haines, Tony	Housing Joint Consultative Group	0	N/A													
Haines, Tony	Member Panel on Slough Local Develo	3	2					1								
Haines, Tony	Scrutiny Development Steering Group	3	3													
<b>TOTAL</b>		<b>33</b>	<b>30</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>
<b>TRAINING: Compulsory</b>		<b>2</b>	<b>1</b>	<b>0</b>												
<b>TRAINING: Compulsory, attended voluntarily</b>		<b>0</b>	<b>0</b>	<b>0</b>												
<b>TRAINING: Discretionary</b>		<b>8</b>	<b>0</b>	<b>0</b>												
Hayat, Mushtaq	Community & Cultural Services Panel	6	0					6								
Hayat, Mushtaq	Council	11	2			1		8			1					
Hayat, Mushtaq	Education & Children's Services Panel	6	0					6								
Hayat, Mushtaq	Licensing	5		1		1		3							1	
Hayat, Mushtaq	Licensing Sub-Committee	0	N/A													
<b>TOTAL</b>		<b>28</b>	<b>2</b>	<b>1</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>23</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>
<b>TRAINING: Compulsory</b>		<b>9</b>	<b>2</b>	<b>0</b>												
<b>TRAINING: Compulsory, attended voluntarily</b>		<b>0</b>	<b>0</b>	<b>0</b>												
<b>TRAINING: Discretionary</b>		<b>8</b>	<b>0</b>	<b>0</b>												
Hewitt, Brian	Appeals Sub-Committee	4	4													
Hewitt, Brian	Council	12	12													
Hewitt, Brian	Employment & Appeals	6	6													
Hewitt, Brian	Employment & Appeals Sub-Cttee	9	9													
Hewitt, Brian	Green & Built Environment Panel	7	6	1												
Hewitt, Brian	Housing Joint Consultative Group	0	N/A													
Hewitt, Brian	Licensing	5	4		1					1						
Hewitt, Brian	Licensing Sub-Committee	10	9	1												
Hewitt, Brian	Member Advisory Panel on Overarching	0	N/A													
Hewitt, Brian	Member Panel on Slough Local Develo	3	3													

KEY TO ABBREVIATIONS:

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**Reason:** **AL** Annual Leave  
**FC** Family Commitments  
**NG** None Given  
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**APPENDIX 1**

COUNCILLOR	COMMITTEE APPOINTED TO	MEETINGS CALLED TO	MEETINGS ATTENDED	PART ATTENDED	APOLOGISED				REASONS GIVEN							
					PTM	ATM	AFT	N	AL	FC	NG	OTH	OCB	SN	WC	
Hewitt, Brian	Planning	13	10		2			1	1						1	
Hewitt, Brian	School Organisation Committee	1	1													
Hewitt, Brian	Scrutiny Development Steering Group	3	3													
<b>TOTAL</b>		<b>73</b>	<b>67</b>	<b>2</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>
<b>TRAINING: Compulsory</b>		<b>12</b>	<b>9</b>	<b>0</b>												
<b>TRAINING: Compulsory, attended voluntarily</b>		<b>0</b>	<b>0</b>	<b>0</b>												
<b>TRAINING: Discretionary</b>		<b>9</b>	<b>1</b>	<b>0</b>												
Holledge, Michael	Corporate Parenting Panel	0	N/A													
Holledge, Michael	Council	12	9		3				1		2					
Holledge, Michael	Customer Service & E-Government	5	4	1												
Holledge, Michael	Health Panel	6	2		4				1						1	2
Holledge, Michael	Licensing	5	3	1	1								1			
Holledge, Michael	Licensing Sub-Committee	5	4		1											1
Holledge, Michael	Social Services Complaints Review Par	0	N/A													
<b>TOTAL</b>		<b>33</b>	<b>22</b>	<b>2</b>	<b>9</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>3</b>
<b>TRAINING: Compulsory</b>		<b>6</b>	<b>3</b>	<b>0</b>												
<b>TRAINING: Compulsory, attended voluntarily</b>		<b>0</b>	<b>0</b>	<b>0</b>												
<b>TRAINING: Discretionary</b>		<b>8</b>	<b>0</b>	<b>0</b>												
Howard, Geoff	Appeals Sub-Committee	1	1													
Howard, Geoff	Cabinet	10	9		1									1		
Howard, Geoff	Council	12	12													
Howard, Geoff	Customer Service & E-Government	5	4		1									1		
Howard, Geoff	Heart of Slough Working Party	3	3													
Howard, Geoff	School Admissions Forum	1	1													
Howard, Geoff	Voluntary Sector Members' Panel	3	3													
<b>TOTAL</b>		<b>35</b>	<b>33</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TRAINING: Compulsory</b>		<b>5</b>	<b>2</b>	<b>0</b>												
<b>TRAINING: Compulsory, attended voluntarily</b>		<b>0</b>	<b>0</b>	<b>0</b>												
<b>TRAINING: Discretionary</b>		<b>8</b>	<b>2</b>	<b>0</b>												
Jenkins, Sonja	Community & Cultural Services Panel	6	4	1	1									1		
Jenkins, Sonja	Council	12	12													
Jenkins, Sonja	Education & Children's Services Panel	6	3	1	2									1	1	
Jenkins, Sonja	Employment & Appeals	6	4		1			1							1	
Jenkins, Sonja	Heart of Slough Working Party	3	3													
Jenkins, Sonja	Licensing	5	5													
Jenkins, Sonja	Licensing Sub-Committee	4	4													
<b>TOTAL</b>		<b>42</b>	<b>35</b>	<b>2</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>0</b>
<b>TRAINING: Compulsory</b>		<b>5</b>	<b>5</b>	<b>0</b>												
<b>TRAINING: Compulsory, attended voluntarily</b>		<b>0</b>	<b>0</b>	<b>0</b>												
<b>TRAINING: Discretionary</b>		<b>8</b>	<b>2</b>	<b>0</b>												
Key, Pauline	Council	8	4		3			1		3						
Key, Pauline	Education & Children's Services Panel	2	0		2							2				
<b>TOTAL</b>		<b>10</b>	<b>4</b>	<b>0</b>	<b>5</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TRAINING: Compulsory</b>		<b>1</b>	<b>1</b>	<b>0</b>												
<b>TRAINING: Compulsory, attended voluntarily</b>		<b>0</b>	<b>0</b>	<b>0</b>												
<b>TRAINING: Discretionary</b>		<b>8</b>	<b>0</b>	<b>0</b>												
Khan, Latif	Appeals Sub-Committee	1	1													
Khan, Latif	Community & Cultural Services Panel	6	5		1					1						
Khan, Latif	Council	12	10		2				1	1						
Khan, Latif	Employment & Appeals Sub-Cttee	0	N/A													
Khan, Latif	Health Panel	6	4		2					2		1				
Khan, Latif	Local Access Forum	1	1													
Khan, Latif	Member Panel on Constitution	5	4		1				1							
Khan, Latif	Standards	5	4		1				1							
<b>TOTAL</b>		<b>36</b>	<b>29</b>	<b>0</b>	<b>7</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>4</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TRAINING: Compulsory</b>		<b>4</b>	<b>4</b>	<b>0</b>												
<b>TRAINING: Compulsory, attended voluntarily</b>		<b>0</b>	<b>0</b>	<b>0</b>												
<b>TRAINING: Discretionary</b>		<b>8</b>	<b>2</b>	<b>1</b>												
Long, Julia	Cabinet	10	7		2	1				1	1				1	
Long, Julia	Council	12	10		2				1	1						
Long, Julia	Employment & Appeals Sub-Cttee	1	1													
Long, Julia	Voluntary Sector Members' Panel	3	2		1						1					
<b>TOTAL</b>		<b>26</b>	<b>20</b>	<b>0</b>	<b>5</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>
<b>TRAINING: Compulsory</b>		<b>4</b>	<b>2</b>	<b>1</b>												
<b>TRAINING: Compulsory, attended voluntarily</b>		<b>0</b>	<b>0</b>	<b>0</b>												
<b>TRAINING: Discretionary</b>		<b>8</b>	<b>0</b>	<b>0</b>												
Maclsaac, David	Council	12	12													
<b>TOTAL</b>		<b>12</b>	<b>12</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TRAINING: Compulsory</b>		<b>4</b>	<b>4</b>	<b>0</b>												
<b>TRAINING: Compulsory, attended voluntarily</b>		<b>0</b>	<b>0</b>	<b>0</b>												
<b>TRAINING: Discretionary</b>		<b>8</b>	<b>1</b>	<b>0</b>												

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## APPENDIX 1

COUNCILLOR	COMMITTEE APPOINTED TO	MEETINGS CALLED TO	MEETINGS ATTENDED	PART ATTENDED	APOLOGISED				REASONS GIVEN							
					PTM	ATM	AFT	N	AL	FC	NG	OTH	OCB	SN	WC	
Mann, Mewa	Appeals Sub-Committee	1	1													
Mann, Mewa	Council	12	9	1	2				1		1					
Mann, Mewa	Education & Children's Services Panel	6	6													
Mann, Mewa	Member Panel on Constitution	5	4		1				1							
Mann, Mewa	Standards	5	5													
<b>TOTAL</b>		<b>29</b>	<b>25</b>	<b>1</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TRAINING: Compulsory</b>		<b>4</b>	<b>2</b>	<b>2</b>												
<b>TRAINING: Compulsory, attended voluntarily</b>		<b>0</b>	<b>0</b>	<b>0</b>												
<b>TRAINING: Discretionary</b>		<b>8</b>	<b>3</b>	<b>0</b>												
Munkley, David	Appeals Sub-Committee	1	1													
Munkley, David	Cabinet	10	8		2						2					
Munkley, David	Corporate Parenting Panel	0	N/A													
Munkley, David	Council	12	12													
Munkley, David	Employment & Appeals Sub-Cttee	1	1													
Munkley, David	Housing Joint Consultative Group	0	N/A													
Munkley, David	Local Access Forum	1	1													
Munkley, David	Member Panel on Constitution	5	5													
Munkley, David	Member Panel on Slough Local Develop	3	3													
Munkley, David	Voluntary Sector Members' Panel	3	3													
<b>TOTAL</b>		<b>36</b>	<b>34</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TRAINING: Compulsory</b>		<b>7</b>	<b>4</b>	<b>0</b>												
<b>TRAINING: Compulsory, attended voluntarily</b>		<b>0</b>	<b>1</b>	<b>0</b>												
<b>TRAINING: Discretionary</b>		<b>8</b>	<b>1</b>	<b>0</b>												
Parmar, Satpal	Council	12	10	1	1						1					
Parmar, Satpal	Employment & Appeals Sub-Cttee	3	3													
Parmar, Satpal	Green & Built Environment Panel	6	5	1												
Parmar, Satpal	Licensing	5	4		1								1			
Parmar, Satpal	Licensing Sub-Committee	7	7													
Parmar, Satpal	School Organisation Committee	1	1													
<b>TOTAL</b>		<b>34</b>	<b>30</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TRAINING: Compulsory</b>		<b>7</b>	<b>7</b>	<b>0</b>												
<b>TRAINING: Compulsory, attended voluntarily</b>		<b>0</b>	<b>4</b>	<b>0</b>												
<b>TRAINING: Discretionary</b>		<b>9</b>	<b>4</b>	<b>0</b>												
Plimmer, Robert	Audit Advisory Panel	1	1													
Plimmer, Robert	Council	12	11		1											1
Plimmer, Robert	Green & Built Environment Panel	6	6													
Plimmer, Robert	Health Panel	6	6													
Plimmer, Robert	Heart of Slough Working Party	3	2		1					1						
Plimmer, Robert	Housing Joint Consultative Group	0	N/A													
Plimmer, Robert	Overview & Scrutiny	12	12													
<b>TOTAL</b>		<b>40</b>	<b>38</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>
<b>TRAINING: Compulsory</b>		<b>5</b>	<b>4</b>	<b>0</b>												
<b>TRAINING: Compulsory, attended voluntarily</b>		<b>0</b>	<b>0</b>	<b>0</b>												
<b>TRAINING: Discretionary</b>		<b>8</b>	<b>2</b>	<b>0</b>												
Qureshi, Azhar	Community & Cultural Services Panel	6	1			2		3	1		1					
Qureshi, Azhar	Corporate Parenting Panel	0	N/A													
Qureshi, Azhar	Council	12	10		2						1				1	
Qureshi, Azhar	Employment & Appeals	6	2					4								
Qureshi, Azhar	Housing Joint Consultative Group	0	N/A													
Qureshi, Azhar	Social Services Complaints Review Par	0	N/A													
<b>TOTAL</b>		<b>24</b>	<b>13</b>	<b>0</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>7</b>	<b>1</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>
<b>TRAINING: Compulsory</b>		<b>7</b>	<b>5</b>	<b>0</b>												
<b>TRAINING: Compulsory, attended voluntarily</b>		<b>0</b>	<b>1</b>	<b>0</b>												
<b>TRAINING: Discretionary</b>		<b>8</b>	<b>3</b>	<b>1</b>												
Rasib, Mohammed	Appeals Sub-Committee	2		1												1
Rasib, Mohammed	Council	12	7	1	3			1								3
Rasib, Mohammed	Employment & Appeals Sub-Cttee	3	2		1											1
Rasib, Mohammed	Health Panel	6	0		2			4								2
Rasib, Mohammed	Housing Joint Consultative Group	0	N/A													
Rasib, Mohammed	Licensing	5	4					1								
Rasib, Mohammed	Licensing Sub-Committee	7	5		1			1			1					
Rasib, Mohammed	School Organisation Committee	1	0		1											1
Rasib, Mohammed	Standards	5	1			1		3		1						
Rasib, Mohammed	Standards (Local Determination) Sub-C	2	2													
<b>TOTAL</b>		<b>43</b>	<b>21</b>	<b>2</b>	<b>9</b>	<b>1</b>	<b>0</b>	<b>10</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>8</b>	<b>0</b>
<b>TRAINING: Compulsory</b>		<b>12</b>	<b>9</b>	<b>0</b>												
<b>TRAINING: Compulsory, attended voluntarily</b>		<b>0</b>	<b>0</b>	<b>0</b>												
<b>TRAINING: Discretionary</b>		<b>8</b>	<b>0</b>	<b>0</b>												

## KEY TO ABBREVIATIONS:

**Apologised:**  
**PTM** - Prior to Meeting  
**ATM** - At Meeting  
**AFM** - After Meeting  
**N** - None

**Reason:** **AL** Annual Leave  
**FC** Family Commitments  
**NG** None Given  
**OTH** Other

**OCB** Other Council Business  
**SN** Sickness  
**WC** Work Commitments

## APPENDIX 1

COUNCILLOR	COMMITTEE APPOINTED TO	MEETINGS CALLED TO	MEETINGS ATTENDED	PART ATTENDED	APOLOGISED				REASONS GIVEN							
					PTM	ATM	AFT	N	AL	FC	NG	OTH	OCB	SN	WC	
Shine, Patrick	Appointments Sub-Committee	7	7													
Shine, Patrick	Council	12	11	1												
Shine, Patrick	Education & Children's Services Panel	5	3		2				1			1				
Shine, Patrick	Employment & Appeals	6	5					1								
Shine, Patrick	Employment & Appeals Sub-Cttee	0	N/A													
Shine, Patrick	Health Panel	6	4	1	1						1					
Shine, Patrick	Licensing	5	4		1				1							
Shine, Patrick	Licensing Sub-Committee	2	2													
Shine, Patrick	Overview & Scrutiny	12	12													
Shine, Patrick	School Admissions Forum	1	0					1								
Shine, Patrick	School Organisation Committee	1	1													
<b>TOTAL</b>		<b>57</b>	<b>49</b>	<b>2</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TRAINING: Compulsory</b>		<b>8</b>	<b>4</b>	<b>0</b>												
<b>TRAINING: Compulsory, attended voluntarily</b>		<b>0</b>	<b>0</b>	<b>0</b>												
<b>TRAINING: Discretionary</b>		<b>8</b>	<b>1</b>	<b>0</b>												
Simmons, Lydia	Community & Cultural Services Panel	6	6													
Simmons, Lydia	Council	12	11		1										1	
Simmons, Lydia	Heart of Slough Working Party	3	3													
Simmons, Lydia	Housing Joint Consultative Group	0	N/A													
Simmons, Lydia	Standards	5	3		2					1		1				
<b>TOTAL</b>		<b>26</b>	<b>23</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>
<b>TRAINING: Compulsory</b>		<b>2</b>	<b>1</b>	<b>0</b>												
<b>TRAINING: Compulsory, attended voluntarily</b>		<b>0</b>	<b>0</b>	<b>0</b>												
<b>TRAINING: Discretionary</b>		<b>8</b>	<b>2</b>	<b>0</b>												
Small, Christine	Council	12	12													
Small, Christine	Green & Built Environment Panel	4	4													
Small, Christine	Health Panel	6	5		1							1				
Small, Christine	Member Advisory Panel on Overarching	0	N/A													
Small, Christine	Member Panel on Constitution	5	3		2							1			1	
Small, Christine	Overview & Scrutiny	12	7	5												
Small, Christine	Voluntary Sector Members' Panel	0	N/A													
<b>TOTAL</b>		<b>39</b>	<b>31</b>	<b>5</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>
<b>TRAINING: Compulsory</b>		<b>2</b>	<b>2</b>	<b>0</b>												
<b>TRAINING: Compulsory, attended voluntarily</b>		<b>0</b>	<b>1</b>	<b>0</b>												
<b>TRAINING: Discretionary</b>		<b>8</b>	<b>1</b>	<b>2</b>												
Smith, Dexter	Appeals Sub-Committee	1	0		1											1
Smith, Dexter	Cabinet	10	9		1				1							
Smith, Dexter	Council	12	12													
Smith, Dexter	Customer Service & E-Government	5	2	1				2								
Smith, Dexter	Employment & Appeals Sub-Cttee	2	2													
Smith, Dexter	Heart of Slough Working Party	3	3													
Smith, Dexter	Member Panel on Slough Local Develo	3	3													
Smith, Dexter	School Admissions Forum	1	1													
Smith, Dexter	Planning	8	8													
Smith, Dexter	Appointments Sub-Committee	5	2		3				3							
<b>TOTAL</b>		<b>50</b>	<b>42</b>	<b>1</b>	<b>5</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>
<b>TRAINING: Compulsory</b>		<b>6</b>	<b>3</b>	<b>0</b>												
<b>TRAINING: Compulsory, attended voluntarily</b>		<b>0</b>	<b>0</b>	<b>0</b>												
<b>TRAINING: Discretionary</b>		<b>8</b>	<b>0</b>	<b>0</b>												
Stokes, Richard	Appointments Sub-Committee	7	7													
Stokes, Richard	Cabinet	10	10													
Stokes, Richard	Council	12	12													
Stokes, Richard	Employment & Appeals	6	5		1					1						
<b>TOTAL</b>		<b>35</b>	<b>34</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TRAINING: Compulsory</b>		<b>6</b>	<b>3</b>	<b>0</b>												
<b>TRAINING: Compulsory, attended voluntarily</b>		<b>0</b>	<b>0</b>	<b>0</b>												
<b>TRAINING: Discretionary</b>		<b>8</b>	<b>0</b>	<b>0</b>												
Swindlehurst, James	Appointments Sub-Committee	7	7													
Swindlehurst, James	Community & Cultural Services Panel	5	5													
Swindlehurst, James	Council	12	11		1							1				
Swindlehurst, James	Green & Built Environment Panel	6	6													
Swindlehurst, James	Heart of Slough Working Party	3	3													
Swindlehurst, James	Member Panel on Slough Local Develo	3	3													
Swindlehurst, James	Planning	13	13													
<b>TOTAL</b>		<b>49</b>	<b>48</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TRAINING: Compulsory</b>		<b>7</b>	<b>3</b>	<b>1</b>												
<b>TRAINING: Compulsory, attended voluntarily</b>		<b>0</b>	<b>0</b>	<b>0</b>												
<b>TRAINING: Discretionary</b>		<b>9</b>	<b>2</b>	<b>1</b>												

## KEY TO ABBREVIATIONS:

**Apologised:**  
**PTM** - Prior to Meeting  
**ATM** - At Meeting  
**AFM** - After Meeting  
**N** - None

**Reason:** **AL** Annual Leave  
**FC** Family Commitments  
**NG** None Given  
**OTH** Other

**APPENDIX 1**  
**OCB** Other Council Business  
**SN** Sickness  
**WC** Work Commitments

COUNCILLOR	COMMITTEE APPOINTED TO	MEETINGS CALLED TO	MEETINGS ATTENDED	PART ATTENDED	APOLOGISED				REASONS GIVEN							
					PTM	ATM	AFT	N	AL	FC	NG	OTH	OCB	SN	WC	
Wright, Sean	Cabinet	10	8	1	1				1							
Wright, Sean	Council	12	11		1				1							
Wright, Sean	Voluntary Sector Members' Panel	3	3													
<b>TOTAL</b>		<b>25</b>	<b>22</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TRAINING: Compulsory</b>		<b>3</b>	<b>1</b>	<b>0</b>												
<b>TRAINING: Compulsory, attended voluntarily</b>		<b>0</b>	<b>0</b>	<b>0</b>												
<b>TRAINING: Discretionary</b>		<b>8</b>	<b>0</b>	<b>0</b>												
Zarait, Raja	Appeals Sub-Committee	3	1		1			1			1					
Zarait, Raja	Council	12	9		2			1	2							
Zarait, Raja	Employment & Appeals Sub-Cttee	1	0			1									1	
Zarait, Raja	Member Panel on Slough Local Develo	3	1					2								
Zarait, Raja	Planning	13	8	3	2				2							
<b>TOTAL</b>		<b>32</b>	<b>19</b>	<b>3</b>	<b>5</b>	<b>1</b>	<b>0</b>	<b>4</b>	<b>4</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>
<b>TRAINING: Compulsory</b>		<b>5</b>	<b>5</b>	<b>0</b>												
<b>TRAINING: Compulsory, attended voluntarily</b>		<b>0</b>	<b>1</b>	<b>0</b>												
<b>TRAINING: Discretionary</b>		<b>9</b>	<b>1</b>	<b>0</b>												

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## Member Attendance on Outside Bodies from May 2006 - 2007 APPENDIX 2

Councillor	Body Appointed to	Meetings called to	Meetings attended	Comments/Reasons for non attendance
Arnold	South-East Employers' Members' Scrutiny Network	None	None	Organisation made no contact with Member
Burkmar	Local Authorities' Aircraft Noise Council	4	2	Day time meetings which clashed with work commitments
Butt	Chalvey Community Association	None	None	Organisation made no contact with Member
Butt	Chalvey Millennium Green Trust	None	None	Organisation made no contact with Member
Butt	Stoke Park Trust Management Committee	None	None	Organisation made no contact with Member
Cryer	Langley (Educational Charity) former St Mary's School	3	3	
Cryer	Health, Housing and Social Care Key Partners' Group	4	0	Clash of dates (2), family commitment and sickness (2)
Cryer	Community Council for Berkshire	3	0	Clash of dates (1), family commitment and sickness (2)
Dhillon	Secure Accommodation Panel	0	0	Member not asked to attend any meetings
Finn	Slough and District Sports Council	4	4	Not on Council for first two meetings
Grewal	Berkshire Adoption Advisory Services	15	11	Family commitments (3) and annual holiday (1)
Grewal	Berkshire Authorities Fire Joint Committee	15	12	Family commitments (1) and annual holiday (2)
Haines	Slough Community Leisure Limited	3	2	Clash with Special Council Meeting
Haines	Colne Valley Park Standing Conference	2	2	
Hewitt	Berkshire Pension Fund Advisory Panel	4	2	Clash with other Council duties & no advance warning of meetings
Hewitt	Board of Trustees of Berkshire Young Musicians Trust	0	0	
Hewitt	People 1st (Slough) Board Meetings	9	7	
Hewitt	People 1st (Slough) HR Sub-Cttee	5	4	
Hewitt	South East Employers	4	3	Clash with other Council duties
Hewitt	Britwell Youth & Community Project	4	3	Other commitments
Hewitt	Standing Conference on Archives	1	1	
Hewitt	University of Reading Court	1	0	Other commitments
Howard	Association of Councils of the Thames Valley Region	0	0	Reserve Member
Jenkins	Langley (Educational Charity) former St Mary's School	1	1	Appointed part way through year
Latif Khan	People 1st (Slough) Board Meetings	8	6	Out of the country for 2 weeks
Latif Khan	People 1st (Slough) Complaints Panel	4	2	
Latif Khan	People 1st (Slough) Performance & Best Value Sub-Cttee	2	1	

## Member Attendance on Outside Bodies from May 2006 - 2007

### APPENDIX 2

Councillor	Body Appointed to	Meetings called to	Meetings attended	Comments/Reasons for non attendance
Latif Khan	South-East Employers	3	2	Work commitments
Latif Khan	Slough Race Equality Council	6	4	Abroad and mix up over meeting date
Latif Khan	Slough Council for Voluntary Service	1	1	
Long	Thames Valley Police Authority Joint Committee	1	1	
Long	Heathrow Airport Consultative Committee	5	3	Sickness and family commitment
Long	Thames Valley Athletics Centre Management Committee	4	4	
Long	Slough Museum Board of Trustees	4	2	Clash with Council business and family bereavement
Long	Local Authorities' Aircraft Noise Council	5	3	Sickness and family bereavement
Long	Colne Valley Park Standing Conference	3	2	Sickness
Plimmer	Health, Housing and Social Care Key Partners' Group	2	2	
Plimmer	People 1st (Slough) Board Meetings	9	7	Family holiday and clash with Scrutiny Panel Meeting
Plimmer	People 1st (Slough) HR Sub-Ctte	5	4	
Simmons	People 1st (Slough) Board Meetings	9	7	
Simmons	People 1st (Slough) Finance Sub-Cttee	10	4	
Simmons	People 1st (Slough) Complaints Panel	5	3	
Simmons	Thames Valley Police Authority	28	27	Other commitments
Small	Age Concern Slough	4	2	Election and prior appointment
Smith	Berkshire Fire Authority	4	2	Clash with other Meetings
Smith	Colnbrook with Poyle Parish Council (Observer)	10	8	Clash with other Meetings
Smith	Duke of Edinburgh's Award Committee	N/k	0	Clash with other Meetings
Smith	Groundwork Thames Valley Trust	4	3	Work Commitment
Smith	Joint Strategic Planning Committee (Berkshire)	1	1	
Smith	People 1st (Slough) Board Meetings	9	6	Clash with other Meetings
Smith	People 1st (Slough) Finance Sub-Cttee	10	8	
Smith	Slough Deaf Centre	2	2	
Stokes	Slough Focus Steering Group	8	4	Clash of meetings and holidays
Stokes	English Forum of Nuclear Free Local Authorities	6	2	Meetings in Glasgow, Newcastle, Leeds and Manchester missed due to budgetary constraints
Wright	Slough and District Sports Council	6	5	Clash with Full Council Meeting
Wright	Berkshire Authorities Fire Joint Committee	6	5	Clash with Council Meeting

## Member Attendance on Outside Bodies from May 2006 - 2007

### APPENDIX 2

Councillor	Body Appointed to	Meetings called to	Meetings attended	Comments/Reasons for non attendance
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Councillors S Chaudhry, P Choudhry, Edwards, Hollledge, Munkley and Shine who were appointed to represent the Council on Outside Bodies in 2006/2007 failed to submit an annual feedback form despite three reminders.

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# Attendance on Outside Bodies from May 2006 - 2007 Random Check Results

## APPENDIX 3

Councillor	Body Appointed to	Data supplied by				O/s body Meetings attended	Reasons for non- attendance/Comments
		Member Meetings called to	O/s body Meetings called to	Member Meetings attended	O/s body Meetings attended		
Dhillon	Secure Accommodation Panel	0	0	0	0	No meetings held	
Grewal	Berkshire Adoption Advisory Services	15	12	11	8	Councillor Grewal was also invited to attend training sessions which may account for difference in data provided by the outside body.	
Grewal	Berkshire Authorities Fire Joint Committee	15	14	12	12	Clashed with other commitments - Councillor Grewal was also invited to attend training sessions which may account for difference in data provided by the outside body.	
Munkley	Association of Councils of the Thames Valley Region	no return	4	no return	2	Apology given for one meeting - no reason given	
Munkley	East Berkshire College Board of Governors	no return	9	no return	7	Business commitments	
Munkley	Foster Panel	no return	12	no return	4	Clashed with another meeting which was also held on the second Tuesday of the month	
Munkley	Local Government Association	no return	2	no return	2		
Munkley	South East England Regional Assembly	no return	3	no return	3		
Munkley	Thames Valley Economic Partnership Advisory Council	0	0	0	0	No Council Meetings are held. Board Meetings are attended by the Chief Executive	
Smith	Berkshire Fire Authority	4	4	2	2	Apologies submitted but no reason given	
Smith	Colnbrook with Poyle PC(Observer) - Council meetings	10	12	8	6 plus 2 Cttee meetings	Clash with other SBC Meetings - Number of meetings recorded by PC includes extraordinary Council meeting and the Annual Council meeting held on same night as ordinary Council meeting.	
Smith	Colnbrook with Poyle PC (Observer) - Cttee Meetings		24		2		
Smith	Duke of Edinburgh's Award Committee	N/k	No record	0	No record	No formal records held	
Smith	Groundwork Thames Valley Trust Council Meetings	4	4	3	3	Diary conflict - Invited to Operational & Programme Meetings (no. 3) but was unable to attend	
Smith	Joint Strategic Planning Committee (Berkshire)	1	1	1	1		
Smith	People 1st (Slough) Board Meetings		9		6	Clash with other Meetings	
Smith	People 1st (Slough) Finance Sub-Cttee		10		8	Clash with other Meetings	

Random Check Results

Councillor	Body Appointed to	Meetings called to	Meetings called to	Meetings attended	Meetings attended	Reasons for non- attendance/Comments
Smith	Slough Deaf Centre	2	2	2	2	"Always available to provide support /advice"



- c) Adopt a Code of Conduct for Officers.
- d) Promote and maintain high ethical standards across the Authority.

5.2 It has been said that high ethical standards are a cornerstone of good governance and a failure to live up to the demands of the 2000 Act leads to individual Members being investigated by the Standards Board for England. This then leads to the Authority finding its reputation damaged not only with the public but also with its partners.

5.3 To help protect local authorities against the risks referred to above the Audit Commission and the Standards Board for England, together with the IDeA have developed a diagnostic to assess an Authority's arrangements and identify areas for improvement. Last year in light of some known difficulties with a small number of our own Members, Officers were authorised to invest in the ethical governance diagnostic referred to above which has three parts:-

- i) An audit of compliance with the Local Code of Conduct and how arrangements are developing.
- ii) A survey of Members and Officers including awareness and understanding of ethical behaviour.
- iii) Case studies for workshops with Members and Officers exploring dilemmas, conflicts of interest and equality issues.

5.4 Parts i) and ii) of the ethical governance diagnostic have now been completed by the Audit Commission and Members will recall that the results were summarised at their meeting held in April 2007. The Audit Commission made recommendations to the Council which were accepted by Members of the Committee.

5.5 The Action Plan submitted and annexed to this report embraces the recommendations of the Audit Commission and sets out the tasks and processes which are necessary to implement the recommendations together with the Lead Officer(s) identified.

## **6. Conclusion**

6.1 It is important that the Committee develop its work to maintain and develop high standards of ethical behaviour across the Authority and this includes a clear requirement to adopt a Local Code of Conduct for Officers.

### **Background Papers**

Result of ethical governance survey.

### **Appendix**

Appendix A -Proposed Action Plan.



**ETHICAL GOVERNANCE SURVEY RESULTS**  
**STANDARDS COMMITTEE ACTION PLAN**

<b>Recommendation</b>	<b>Priority</b> 1 = Low 2 = Med 3 = High	<b>Head Officer(s)</b>	<b>Comments</b>	<b>Date (s)</b>
1. Further training should be offered to all Members on the provisions of the Local Code of Conduct.	3	Steven Quayle/ June Cook	Further training on the Local code and the Member and Officer Relations Code has been arranged (1 <sup>st</sup> October). It is further suggested that for future years training in these areas should be compulsory and should take place in every May and November.	Oct 2007 May and November each year.
2. The Standards Committee should consider how it might use internal and external auditors to promote higher ethical standards across the Council.	2	Steven Quayle/ Audit Commission	The External Auditors should be utilised to present an Annual Ethical Framework Workshop on key issues for Members. Internal Audit have a role in developing, maintaining and promoting the Anti-Fraud and Corruption strategy. The service could also assist the monitoring officer in the investigation of complaints.	
3. The Standards Committee should promote its work more widely across the Council.	2	Members/ Steven Quayle	The 'new' style annual report will be publicised widely this year and appear on the web site. Further initiatives next year.	Report to Members in June, 2008.
4. The Council should consider whether member training could be made compulsory	3	Steven Quayle/ June Cook	Poor attendance will be part of performance monitoring.	Report to Members in April, 2008.
5. The Council should review training for Officers to improve awareness of the Officer Code of Conduct and carry out a risk assessment of training required for legislation.	2	Steven Quayle/ Yvonne Harris	A new draft is being prepared for consultation with trade unions, CMT, CCF Employment and Appeals Committee. Once adopted training will be rolled out	Sign off by June, 2008.
6. The Council should ensure that all Members are fully aware of the contents of the Code of Conduct and the impact it has on their duties.	3	Steve Quayle/ June Cook	See 1 above.	

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**SLOUGH BOROUGH COUNCIL**

**REPORT TO:** Standards Committee

**DATE:** 10<sup>th</sup> October 2007

**CONTACT OFFICER:** June Cook, Member Services Manager  
**(For all Enquiries)** (01753) 875019

**WARD(S):** All

**PART I  
FOR INFORMATION**

**WORK PROGRAMME 2007/2008**

1. **Purpose of Report**

1.1 To advise Members on the current position regarding the Committee's Work Programme and submit the revised programme.

2. **Recommendation(s)/Proposed Action**

2.1 The Committee is asked to note/comment on the attached revised work programme.

3. **Key Priorities – Taking Pride in Slough and Making a Difference to Communities and our Environment**

**Priority 5 – Maintaining excellent governance within the council to ensure it is efficient, effective and economic in everything it does.**

3.1 By adopting the action now proposed the Council will help ensure that governance of the highest order is maintained which will also contribute to achieving the Council's other key priorities.

4. **Other Implications**

4.1 There are no financial, nor any direct legal (including human rights) implications arising from this report. There may be some staffing implications in terms of increased work load for certain members of staff.

5. **Supporting Information**

5.1 A repeat session on the Local Code of Conduct and Member/Officer Relations Code was held on the 1<sup>st</sup> October for those Members who did not attend the whole or part of the session on the 9<sup>th</sup> May 2007. The Standards Board for England has recently distributed a training DVD on the revised Code to help Monitoring Officers, Members and Standards Committees understand their obligations under the Code and this was shown at the session on the 1<sup>st</sup> October. Ten elected and 3 co-opted Members attended on the 1<sup>st</sup> October but there are still 9 elected Members and 2 co-opted who have not attended any training on these matters and 2 elected members who have only attended the Local Code of Conduct part of the training. There are no plans to repeat the Session. The DVD which is approximately 30 minutes in duration will be shown after the Meeting for those Committee Members who wish to see it.

- 5.2 The meeting between the Chair of the Committee, Group Leaders, Chief Executive and Monitoring Officer to discuss the issues raised in response to the Ethical Governance Diagnostic Survey has still to be arranged. It is hoped that this will take place within the next couple of months with a view to the outcome of the meeting being reported to the Committee in January. The work programme has been amended accordingly.
- 5.3 The Action Plan approved by the Committee earlier in the meeting will be incorporated into the Committee's work programme and the resultant revised programme will be submitted to the Committee's next meeting.

## **6. Background Papers**

Report submitted to and Minutes of the Standards Committee Meeting held on 18<sup>th</sup> June 2007.

**APPENDIX A**

**STANDARDS COMMITTEE WORK PROGRAMME 2007/2008**

<u>Date</u>	<u>Action</u>	<u>Lead Officer(s)</u>
10 <sup>th</sup> October 2007	<ol style="list-style-type: none"> <li>1. Approve Standards Committee Annual Report 2006/2007</li> <li>2. Consider Members' Attendance/Performance Records 2006/2007</li> <li>3. Consider and approve Action Plan in response to the Ethical Governance Diagnostic Survey</li> <li>4. Work Programme update</li> <li>5. Show Standards Board for England DVD "The Code Uncovered"</li> </ol>	<p>Director of Law &amp; Corporate Governance</p> <p>Member Services Manager</p> <p>Director of Law &amp; Corporate Governance</p> <p>Member Services Manager</p> <p>Member Services Manager</p>
5 <sup>th</sup> November 2007	Workshop for all Members on the practical application of the new Local Code of Conduct.	Audit Commission, External Auditors/ Member Services Manager
14 <sup>th</sup> January 2008	<ol style="list-style-type: none"> <li>1. Review Committee's terms of Reference</li> <li>2. Review Ethical Framework Documentation</li> <li>3. Work Programme update</li> <li>4. Standards Board for England Case Study Training</li> </ol>	<p>Director of Law and Corporate Governance</p> <p>Director of Law and Corporate Governance</p> <p>Member Services Manager</p> <p>Director of Law and Corporate Governance</p>

## APPENDIX A

<u>Date</u>	<u>Action</u>	<u>Lead Officer(s)</u>
14 <sup>th</sup> January 2008 (continued)	5. Report back on Committee Members' visits to Parish Council and Slough Borough Council Meetings  6. Report back on results of meeting between Standards Committee Chair, Group Leaders', Chief Executive and Monitoring Officer held to discuss issues raised by the External Auditors.	Committee Members/ Director of Law and Corporate Governance  Director of Law and Corporate Governance
31 <sup>st</sup> March 2007	Report on Gifts and Hospitality declared by Members over the last 12 months.  Work Programme update	Member Services Manager  Member Services Manager