

report



meeting	ADMINISTRATION COMMITTEE	
date	18 February, 2004	agenda item number

REPORT OF HEAD OF MEMBERS' SERVICES

THIRD ANNUAL ASSEMBLY OF STANDARDS COMMITTEES 13TH – 14TH SEPTEMBER 2004, ICC BIRMINGHAM

1. Purpose of the Report

The purpose of this report is to seek approval for attendance at the Third Annual Assembly of Standards Committees to be held in Birmingham.

Information and Advice

2. The conference will aim to cover a number of major issues, including the practicalities of the Code of Conduct;

Developing the Code; the role of chief executives and council leaders in promoting an ethical environment; individual behaviour and organisational; progress of local determinations and decisions; Matters of conscience.

3. This conference is very popular and, following discussions with the Chair of the Standards Committee, 4 places have been provisionally booked. Councillor Preston suggests that the places should be used by the Chair and one of the Vice-Chairs of his Committee, together with two officers.
4. The cost of the conference including travel and subsistence is approximately £560 per person (including fee, travel and subsistence).

Statutory & Policy Implications

5. Administration Committee has the authority to approve attendance at this conference, which will contribute to the learning of Members and officers and to the development of ethical/conduct process within the Council.

Recommendation

1. It is recommended that approval be given for attendance of the Chair and one of the Vice-Chairs of Standards Committee plus two officers at the Third Annual Assembly of Standards Committees 13 -14 September 2004 in Birmingham.

**P A MAYFIELD
HEAD OF MEMBERS SERVICES**

Head of Legal Services' Comments (KK)

The Administration Committee is responsible for approving the attendance of Members at conferences and seminars. The proposals in the reports insofar as they relate to Members are therefore within of the Committee.

Director of Resources' Financial Comments (MB)

The estimated cost of four people attending the conference is £2,400. This will be met from the 2004/05 budget for Members' Conference expenses.

Background Papers

Conference leaflet.

Electoral Division Affected

None.