

## ETHICAL HEALTH CHECK – DRAFT ACTION PLAN

	<u>Recommendation</u>	<u>Responsibility</u>	<u>Action Required</u>	<u>Target Date</u>	<u>Completed</u>
1.	Further training for Members and Officers with regard to new political structure	Standards Committee	Arrange appropriate training sessions	September 2007	
2.	Appointment of Independent Member as Chairman of Standards Committee	Council	Keep under review and ensure timely implementation of legislative requirements	May 2008	
3.	Review of composition of the Standards Committee	Standards Committee	Standards Committee to determine most appropriate composition and report to Council as necessary	5 July 2007	
4.	Review remit of Standards Committee	Standards Committee	Standards Committee to determine appropriateness of its remit and report to Council as necessary	5 July 2007	
5.	Develop alternative ways of engaging members in continuing learning and development	Standards Committee	Standards Committee to explore options to encourage the widest take up of training opportunities including use of mentors, visits to best practice authorities, peer feedback, etc	October 2007	
6.	Improve use of complaints monitoring to inform decision making	Executive Board	Quarterly informative to Executive Board detailing current complaints information	July 2007	
7.	Develop channels for improved consultation and feedback from	Executive Board	Improve opportunities for use of Rochford District Matters	October 2007	

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	residents		and Council website to inform, undertake “temperature checks” and gather feedback on specific topics		
8.	Develop existing channels of information for officers	Standards Committee	Standards Committee to review current use of team briefings and Chief Executive\Leader briefings	October 2007	
9.	Develop Access to Services review to ensure minority groups are engaged and needs addressed	Executive Board	Standards Committee to consider outcomes of Access to Services review and make recommendations as appropriate to Executive Board	January 2008	
10.	Improve awareness of whistling blowing procedure	Standards Committee	Include whistle-blowing policy within the Constitution. Review use of policy annually. Include ethical awareness in Officers Personal Development Review	July 2007	
11.	Ensure adequate training on new Code of Conduct	Standards Committee	Invite all Members to Standards Committee meeting for update, feedback and review of new Code	October 2007	