

THE STANDARDS BOARD FOR ENGLAND
Board Meeting

Board Room
1st Floor, Barnett House
53 Fountain Street, Manchester, M2 2AN

Tuesday, 4 April 2007
11.00pm – 2.00pm

Meeting Minutes

Present Sir Anthony Holland, Chair
Councillor Shirley Flint
Councillor Beatrice Fraenkel
Paul Gott
Elizabeth Hall
Councillor Mehboob Khan
Paul Sabapathy CBE
Roger Taylor
Councillor Sir Ron Watson CBE

Apologies: Roger Taylor
Professor Judy Simons

In attendance: David Prince, Chief Executive
Tim Bogan, Head of Communications
Chris Boothman, Head of Legal Services
Allister Duncan, Head of Corporate Services
Kathy Farrand, Head of Referrals Unit
Paul Hoey, Head of Policy and Guidance
Lucy Morris, Head of Referrals Unit (Acting)
Hazel Salisbury, Director of Casework (Designate)

Observers: Amy Berrisford, Senior HR Officer
Karen Mellor, Monitoring and Audit Manager

ACTION

07/19 Apologies

07/20 Minutes of Board Meeting held on 6 February 2007 (Open Session)

The minutes were approved.

07/21 Matters Arising

There were none.

07/22 Declaration of Board Member interests and forthcoming engagements

Beatrice Fraenkel advised that she has been appointed Commissioner – Health is Wealth Commission

07/23 Team Briefing

The Board noted the report.

07/24 Training function of the Board

The Board received an oral update by the Head of Policy and Guidance.

The Board:

1. agreed the report in principle with a recommendation to ensure events provided are properly badged.
2. agreed to support point 10, bearing in mind the financial implications.
3. agreed point 17

07/25 Revised Code of Conduct – Amended Referrals Criteria and ESO Guidance

It was confirmed that the report had been considered by the Investigations Panel who supported the decisions.

The Board approved the report.

07/26 Board delegation for signing off referrals decisions

The Board agreed to appoint Hazel Salisbury an Ethical Standards Officer under Section 57 of the Local Government Act 2000 and to authorise her to assign cases to Ethical Standards Officers under Section 59 of that Act.

07/27 Revision of the Corporate Planning Process

The Board agreed the report.

07/28 Strategic Framework Implementation and Pilot Projects

It was reported that the Code was now laid in Parliament. Copies of the associated guidance were handed out, and members comments noted. Final comments were requested by Tuesday 10 April at the latest.

The Board noted the report.

07/29 Chief Executive's Report

The Board noted that both Investigations and the Referrals Unit had met their Key Performance Indicators for casework, and thanked the staff.

The Board noted the report

07/30 Performance against Operational Plan

Patricia Hughes noted that a number of matters were marked TBC. It was suggested that the Transition Panel should look at this.

The Board thanked Lucy Morris, Kathy Farrand, and Team for all their hard work.

The report was noted.

07/31 Corporate Services Report

The Board noted the report.

07/32 Relocation Update

The Board expressed their thanks to Allister Duncan and his team for all the hard work.

The Board noted the report.

07/33 Managing significant risks through the Operational Plan

A further column was requested to be added to the report for clarity and reassurance to show what has been done and that challenges are being met.

DP

The Board noted the content of the report.

07/34 Disability Equality Scheme

The Board noted the report.

The Chair closed the meeting by noting that this would be the last Board meeting Chris Boothman, current Head of Legal, would be attending. He thanked Chris for the contribution he has made to The Standards Board for England.

07/35 – The Board then went into Closed session.

07/42

**The next meeting will be held on Wednesday 16 May 2007
in Manchester from 11.00am – 2.30pm**

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Chair