

THE STANDARDS BOARD FOR ENGLAND

Board Meeting

Board Room
1st Floor, Cottons Centre
Cottons Lane, London SE1 2QG
17 March 2005
9.00am – 12.10pm

Meeting Minutes

Present: Sir Anthony Holland, Chair
Patricia Hughes, CBE, Deputy Chair
Cllr Louise Bloom
Cllr Celia Cameron, CBE
Cllr Peter Chalke, CBE
Professor Alan Doig
Margaret Pratt
Paul Sabapathy, CBE
Roger Taylor

Apologies: John Bowers QC

In attendance: David Prince, Chief Executive
Tim Bogan, Communications Manager
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
Lisa Klein, Head of Investigations

Observers: Anne Rehill, Senior Policy Adviser
Sam Taggart, Legal Adviser

05/25 Apologies
John Bowers.

05/26 Minutes of Board Meeting held on 19 January 2005 (Open Session)
The minutes of the meeting held on 19 January 2005 were approved and signed by the Chair.

05/27 Matters Arising
None.

05/28 Declaration of Board Member interests and forthcoming engagements
Patricia Hughes declared that she is working for SOLACE as Interim Chief Executive of the London Borough of Sutton for the next seven weeks.
Roger Taylor declared that he is doing some work for organisations called Language Line and JobsGoPublic.

05/29 Team Briefing
The Board noted the report.

05/30 Matters arising from the Board Away Day – oral
The Board had agreed priorities agreed on Corporate Plan and but also agreed that the immediate priority is the relocation.

05/31 Proposed Budget 2005/06
The Board approved the proposed revenue budget of £9.834 million and a capital

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expenditure budget of £203,000. They noted that this is consistent with a cash allocation of £9.181million which is, in turn, based on a 2.7% increase in the 2004/05 cash allocation of £8.94 million.

The Board noted that this proposed budget includes no additional funding required to underpin the relocation project. This is subject to a separate negotiation with the ODPM.

05/32 Getting the Balance Right – the findings of the Tenth Report of the Committee on Standards in Public Life

The Board agreed the broad approach proposed on the key issues around Standards Board-specific recommendations.

HP&G

The Board commented on and agreed their response to proposals relating generally to public bodies, in particular recommendations 34, 35 and 37, and further agreed that consultation should be discussed at their September Away Day.

HP&G

05/33 Handling allegations during an election

The Board re-affirmed their position as agreed in previous years which is that normal procedures will be followed during the run up to elections, subject to Chair considering any advice from Cabinet Secretariat relating to forthcoming election.

HP&G

05/34 Operational Plan

The Board agreed the Operational Plan and also that this will be monitored at future Board meetings with a half-year review in September.

HP&G

05/35 Race Equality Scheme

The Board endorsed the scheme as set out in the paper and noted that consultation will not be required via the website but will be undertaken direct with certain organisations.

HLS

05/36 Communications Update

The Board agreed that the issue of the length of time that case summaries are left on the website, particularly for A findings, should be reviewed alongside the review of the Code. They also agreed that the web domain name should be changed to .gov or. org.

Comms.Mgr

05/37 Handling allegations subject to concurrent criminal proceedings

The Board adopted recommendation 2a (continue to deactivate cases with concurrent criminal proceedings pending the outcome of the criminal process) and asked that the Board Investigations Panel is kept informed of these cases. The Board also requested that the FAQ in relation to this issue is re-visited to ensure it is in line with this decision.

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HP&G

05/38 Declaration of Board Member Interests

The Board confirmed that the protocols set out in the Audit Committee paper and approved at their meeting on 2 March 2005 meet the good governance requirements of the Board.

05/39 Chief Executive's Report

The Board received the report.

05/40 Referrals Unit Report

The Board noted the report.

05/41 Investigations Report

The Board noted the report. They also received the verbal update on the progress of the Holding Bay Team and asked for thanks to be passed to Natalie Birtle, Ethical Standards Officer, and her team.

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- 05/42 Finance Report**
The Board noted the report.
- 05/43 Human Resources Report**
The Board noted the report.
- 05/44 Information Technology Report**
The Board noted the report and the IT security policy executive summary.
- 05/45 2005 Performance Review Process**
The Board noted the contents of the report.
- 05/46 Disclosure and publication of investigation outcomes**
The Board noted the report.
- 05/47 – Closed Items**
- 05/51** The Board then went into closed session to consider confidential matters.

The next meeting will be held on Wednesday, 18 May 2005 at 10.00am

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Chair