



CHELTENHAM
BOROUGH COUNCIL

Committee	Standards Committee
Venue	Sherborne Room Municipal Offices
Date	Friday 13 March 2009
Time	4.00 p.m.

A G E N D A

- 1. Apologies**
- 2. Declarations of Interest**
- 3. Minutes**
To approve the minutes of the meeting held on 12 December 2008.
- 4. Members Reports On Attendances at Council, Committee and Parish Council Meetings and Other Meetings Arising**
- 5. Update on Latest Bulletins, Cases and Complaints**
- 6. Annual Governance report**
To review the report from the Assistant Chief Executive seeking a nomination for the corporate governance working group.
- 7. Draft Annual Report of the Standards Committee**
To review the content of the draft annual report for Council on 30 March 2009.
- 8. Review of Progress Against Work Plan**
The Monitoring Officer to present a verbal update on progress and a review of future plans.
- 9. Date of Next Meeting**
The date of the next ordinary meeting of the Committee is 17 July 2009.
- 10. Any Other Business**

Andrew North
Chief Executive

Contact Officer Rosalind Reeves, Democratic Services Manager
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CHELTENHAM BOROUGH COUNCIL

Public Information – Overview and Scrutiny meetings

Emergency Evacuation Procedure

- (i) In the event of a fire you will hear a continuous alarm.
In the event of a bomb alert the alarm will sound in repeated short bursts.
- (ii) Members, officers and the public should leave the building promptly and in a quiet and orderly fashion using the nearest available escape routes and assemble on the Promenade footway by the War Memorial.

Attendance at Meetings - Local Government (Access to Information) Act 1985

Overview and Scrutiny meetings are open to the public. A limited amount of public seating is available. You may be asked to leave the meeting if any “exempt” (confidential) business is considered. This will normally be shown on the agenda

Inspection of Papers - Local Government (Access to Information) Act 1985

If you wish to inspect minutes or reports (other than those which are exempt) relating to any item on this agenda, please contact Democratic Services. The background papers listed in a report may also be inspected. Please notify Democratic Services who will arrange with the report author for papers to be made available to you at a mutually convenient time.

We can also arrange for copies of individual decision records, reports or minutes to be supplied. For an annual subscription papers for all meetings can be provided. Alternatively, all meeting information is published on the Council’s Internet website at: www.cheltenham.gov.uk. The Democratic Services Manager is Rosalind Reeves telephone 774 937 email address Rosalind.reeves@cheltenham.gov.uk

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The Democratic Services Manager is Rosalind Reeves telephone 774 937 email Rosalind.reeves@cheltenham.gov.uk

Agenda Item **2**

CHELTENHAM BOROUGH COUNCIL

Standards Committee

DATE:

DECLARATION OF INTEREST

NAME _____

You are asked to complete this form if you intend to declare an interest in connection with any item on this agenda.

Please hand any completed form to the committee administrator at the meeting.

You are reminded that you are still required to declare your interest orally at the commencement of the committee's consideration of the matter.

Agenda item	*Personal interest	*Prejudicial Personal interest	Nature of interest

* The Council's Code of Members Conduct explains what is a 'Personal Interest' and a 'Prejudicial Interest'. The Code is set out in Part 5A of the Council's Constitution.