

Appendix 2 – Action plan

Page no.	Recommendation	Priority 1 = Low 2 = Med 3 = High	Responsibility	Agreed	Comments	Date
8	R1 Publicise the member code of conduct so that local people are made aware of the standards they should expect from their elected members.	3	Yuniea Semambo, Head of Member Services & Charles Skinner, Head of Communications.		Article in Haringey People and on Haringey website.	October 2006
8	R2 The standards committee to consider producing an annual report on the ethical issues that have faced the Council and work being done to maintain and improve high standards of behaviour across the Council.	2	Davina Fiore, Monitoring Officer & Chair of Standards Committee.		The Chair of Standards Committee reports annually to Council (usually in July) on the work of the Committee. In future, this report will be expanded to include this.	July 2007

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9	R3 Publicise the officer code of conduct so that local people are made aware of the standards they should expect from senior council officers.	3	Stuart Young, Head of Personnel & Charles Skinner, Head of Communications.		Cover in Haringey People and on website.	October 2006
9	R4 Ensure that the process for reporting concerns about senior officer conduct is made clear in printed material and on the Council's website.	3	Stuart Young, Head of Personnel & Ian Christie, Central Feedback Manager.		The Complaints section on the Council's website has already been amended to cover this.	October 2006
9	R5 Ensure that the highest standards of behaviour are maintained by members at all times.	3	Davina Fiore, Monitoring Officer & All Council Officers and Members		Member and officer development programme. Standards Committee annual report to Council.	Ongoing
10	R6 Devise and agree a model code of conduct for elected members and officers that can be applied and tailored for individual partnerships.	2	Davina Fiore, Monitoring Officer & Stuart Young, Head of Personnel.		Partnership and Constitution review currently underway. To ensure partnerships incorporate the relevant principles of the member and officer Codes of Conduct.	December 2006

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10	R7 Review the role of Executive members on partnerships, particularly at sub-board level to ensure that there is a clear distinction between member and officer roles. Ensure that policy and decision making are separated from operational activities and management, and that the potential for conflicts of interest are minimised.	3	Yuniea Semambo, Head of Member Services & Davina Fiore, Monitoring Officer & Ita O'Donovan, Chief Executive.		Review currently taking place.	October 2006
11	R8 Fully integrate the members' code of conduct with the Council's Equal Opportunities Policy statement and make clear the responsibilities of members in this area.	1	Eve Pelekanos, Head of Improvement, Performance and Scrutiny.		The Council's Equal Opportunities Policy needs to be amended to achieve this.	December 2006

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12	R9 The member learning and development working group continues to be used to establish the development needs of members, ensure that training programmes are tailored accordingly, and that individual member development needs are met.	2	Yuniea Semambo, Head of Member Services		Member induction post election has been well received and a lot of work in this area is continuing.	Ongoing
15	R10 Agree a protocol for members' use of photocopying facilities, stationery, postage and premises.	1	Yuniea Semambo, Head of Member Services		Draft in existence.	December 2006