

By: Roberta MacCrone – Independent Chairman
Peter Sass - Head of Democratic Services and Local Leadership

To: Standards Committee – 20 November 2009

Subject: Members' Annual Reports

Summary: To seek the views of the Standards Committee on proposed changes to the format and content of the Members' Annual Reports for 2010.

Unrestricted

Background

1. The Independent Remuneration Panel agreed earlier in the year to review the format and content of the Members' Annual Reports, in consultation with Group Leaders. It was also agreed between the Chairmen of this Committee and the Panel that any proposed changes would be submitted to the Standards Committee for comment.

2. The Independent Remuneration Panel has now met with Group Leaders and propose the following key changes:

- (a) Add a new section at the beginning of the Annual Report, asking Members to confirm whether they are Members of any other local authority or public body and, if so, to detail any remuneration received from those authorities/bodies.
- (b) Clearer formatting in relation to the information being sought about how Members have utilised their individual Members' grants (Section 3).
- (c) Additional information sought about the benefits of attending training courses and, in particular, confirmation that a Member has attended training on the Code of Conduct and Ethical Standards (Section 6).
- (d) Clearer wording about the information being sought about Political Activity (Section 7).

3. Attached at **Appendix 1** is the proposed Members' Annual report for 2010, incorporating these key changes. Group Leaders have had the opportunity to comment on the changes and their views have been reflected in the proposed report.

Recommendation:

4. The Committee is invited to comment upon the proposed Members' Annual report for 2010 and advise the Independent Remuneration Panel accordingly.

Peter Sass – Head of Democratic Services and Local Leadership
November 2009