

#### Assessment Panel

Ref:	Date Received	Complainant	Member	Decision	Date Assessed	Notices	Working Days	Averages
3556	05-May-09	DC	PC (x2)	No Action	20-May-09	4	11	11.0
3626	13-Jul-09	Public	PC (x2)	Investigate	05-Aug-09	4	17	14.0

Standards for England has issued guidance to reflect the Standards Committee (England) Regulations 2008 in respect of the local assessment of complaints. These regulations derive from the Local Government Act 2000, as amended by the Local Government and Public Involvement in Health Act 2007.

The guidance issued clearly states that *'the assessment sub-committee should complete its initial assessment of an allegation within an average of 20 working days, to reach a decision on what should happen with the complaint'*. It further recommends that: *"following a decision the relevant parties will be notified of that decision. The relevant parties are the complainant and the subject member. If the subject member is a parish or town councillor, their parish or town council must also be notified. We suggest that the standards committee sends out its decision notice within five working days of the decision being made"*.

Counting the working day following receipt of a complaint as day 1 and also counting the day the Assessment Panel meets to make an assessment of that complaint, the **Assessment Panel is currently achieving a rolling average of 14 working days**.

#### Review Panel

Ref:	Date Received	Complainant	Member	Decision	Date Assessed	Notices	Working Days	Averages
3556R	08-Jun-09	DC	PC (x2)	No Action	10-Jul-09	4	24	24.0

Standards Board England has issued guidance to reflect the Standards Committee (England) Regulations 2008 in respect of the review of 'no further action' decisions. These regulations derive from the Local Government Act 2000, as amended by the Local Government and Public Involvement in Health Act 2007.

The guidance issued clearly states that *'the review sub-committee must carry out its review within a maximum of three months of receiving the request. We recommend that the review sub-committee adopts a policy of undertaking the review within the same timescale as the initial assessment decision is taken, aiming to complete the review within an average of 20 working days.'*

Counting the working day following receipt of a complaint as day 1 and also counting the day the Review Panel meets to make an assessment of that complaint, the **Review Panel is currently achieving a rolling average of 24 working days**. The meeting of the Review Panel was delayed because the request for review was received immediately before the Standards Committee's annual meeting, at which time the panel would be appointed and the Chairman elected. The Standards Committee has not adopted a specific KPI for the Review Panel.