

**Assessment Panel**

<b>Ref:</b>	<b>Date Received</b>	<b>Complainant</b>	<b>Member</b>	<b>Decision</b>	<b>Date Assessed</b>	<b>Notices</b>	<b>Working Days</b>	<b>Averages</b>
4510	03-Apr-11	PC	PC (x2)	Refer to SfE (No Action)	04-Apr-11	5	1	1.0
4523	13-Apr-11	PC (x2)	PC	Refer to SfE (Investigate)	15-Apr-11	4	2	1.5
4578	02-Jun-11	PC	PC (x9)	Refer to SfE (No Actionx8) Return to LAx1	29-Jun-11	10	19	14.2
4583	31-May-11	Clerk	PC	Refer to SfE (No Action)	29-Jun-11	3	21	10.8
4584	31-May-11	Clerk	PC	Refer to SfE (No Action)	29-Jun-11	3	21	12.8
4585	31-May-11	Clerk	PC	Refer to SfE (No Action)	29-Jun-11	3	21	14.2
4601	15-Jun-11	PC (x2)	PC	Investigate	29-Jun-11	4	10	13.6
4610	21-Jun-11	Public	PC	Refer to SfE (No Action)	29-Jun-11	3	6	12.6
4611	15-Jun-11	PC (x2)	PC	No Action	29-Jun-11	4	10	12.3
4613	22-Jun-11	Public	PC	Refer to SfE (No Action)	29-Jun-11	3	5	11.6
4624	26-Jun-11	Public	PC	No Action	18-Jul-11	3	11	11.5
4630	06-Jul-11	Public	PC	No Action	18-Jul-11	3	8	11.3
4639	12-Jul-11	Public	PC	Investigate	12-Aug-11	3	23	12.2
4652	20-Jul-11	Clerk	PC	Adjourn	12-Aug-11	2	17	12.5
4653	21-Jul-11	PC	PC	Adjourn	12-Aug-11	3	16	12.7
4671	30-Jul-11	PC	PC	Adjourn	12-Aug-11	3	10	12.6
4672	01-Aug-11	Public	PC	No Action	12-Aug-11	3	9	12.4
4578	01-Aug-11	SfE (referral)	PC	No Action	12-Aug-11	3	9	12.2
4689	05-Aug-11	Public	PC	No Action	12-Aug-11	3	5	11.8
4653a	11-Aug-11	PC	PC	Adjourn	12-Aug-11	3	1	11.3
4719	16-Aug-11	PC	PC		14-Sep-11		20	11.7
4585a	05-Sep-11	Public	PC		14-Sep-11		7	11.5

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 11.5 working days**.

#### Review Panel

Ref:	Date Received	Complainant	Member	Decision	Date Assessed	Notices	Working Days	Averages
4496	21-Apr-11	Public	PC	<i>Refer to SfE</i>	14-Sep-11	3	95	95.0
4624	22-Jul-11	Public	PC		14-Sep-11		37	66.0

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 66 working days**. Reasons for the delay to Case 4496 were set out in the report to the Standards Committee on 14 September 2011.