



AGENDA ITEM: 6

**STANDARDS COMMITTEE
4 FEBRUARY 2014**

Report of: Mangaging Director (People and Places) and Borough Solicitor

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SUBJECT: WRITTEN ASSESSMENT PROCEDURE

Wards affected: Borough wide.

1.0 PURPOSE OF THE REPORT

1.1 To note and endorse the current 'Procedure for the "Assessment of Written Complaints of Breach of the West Lancashire Borough Council and Parish Councils Members' Code of Conduct", attached at Appendix 1.

2.0 RECOMMENDATION

2.1 That the Written Assessment Procedure, attached by Appendix 1, be noted and endorsed.

3.0 CURRENT POSITION

3.1 The new local government standards regime came into effect on 1 July 2012, when the relevant provisions of the Localism Act 2011 came into force. Attached at Appendix 1 is the current written assessment procedure.

3.2 This is an important document which is updated and developed under our delegated authority.

4.0 SUSTAINABILITY IMPLICATIONS/COMMUNITY STRATEGY

4.1 There are no significant sustainability impacts associated with this report and, in particular, no significant impact on crime and disorder. The report has no significant links with the Sustainable Community Strategy.

5.0 FINANCIAL AND RESOURCE IMPLICATIONS

5.1 There are no significant financial or resource implications arising from this report.

6.0 RISK ASSESSMENT

6.1 This item does not require a formal risk assessment and no changes have been made to risk registers as a result of this report.

Background Documents

There are no background documents (as defined in Section 100D(5) of the Local Government Act 1972) to this Report.

Appendices

Appendix 1 – Procedures for the Assessment of Written Complaints of Breach of the West Lancashire Borough Council and Parish Councils Members' Code of Conduct.