

MEMBER AND OFFICER SURVEY 2009

LEAD OFFICER: Martin Jepson, Head of Legal and Democratic Services

REPORT AUTHOR: Martin Jepson

Summary and Recommendation: That Members consider the attached surveys.

1. INTRODUCTION

- 1.1 At the Committee's June meeting Members considered various alternative forms of survey from other local authorities. Your decision was:-

That the Standards Committee agrees to the proposal for a survey with a preference for multi-choice questions.

2. AUDIT COMMISSION RECOMMENDATION

- 2.1 At a subsequent meeting with the Area Manager of the Audit Commission he advised me that the Audit Commission has its own forms of survey, one for Members and one for Officers which were available for use by local authorities. Copies are attached.
- 2.2 They have the advantage that, if used, our results could be compared against other Councils' results. The forms do seem to cover the areas the Committee was looking to cover and they also have the range of replies available the Committee thought would be of value. Members are asked to consider the draft surveys for use for this Council.

3.0 TIMING OF SURVEY

- 3.1 Elsewhere on this Agenda we report on the quarterly meeting between the Chairman, Leader and Acting Chief Executive. During that meeting the Leader asked that the Standards Committee survey be combined or timetabled to be released at the same time as a general Staff Attitudes Survey being co-ordinated by the Senior Communications Officer.
- 3.2 A verbal report will be given as to when this latter survey might be ready for release.

List of Appendices: Draft surveys for Members and Officers.

List of Background Documents: None.

List of Consultees: Chairman of Standards Committee, Acting Chief Executive, Head of Finance and Information Systems.

CHECKLIST FOR DEALING WITH KEY ISSUES

Please confirm against the issue if the key issues below have been addressed. This can be by either a short narrative or quoting the

Impact on Crime and Disorder	In discussing the terms of the coming year's SLA, it is possible that this discussion could have an impact on this issue.
Impact on Sustainability	As above.
Impact on Rural Proofing	As above.
Health and Safety Implications	As above.
Impact on Equality and Diversity Issues	As above.
Children and Young Persons Implications	As above.
Human Rights Act Implications	As above.
Comments of S.151 Finance Officer	No comments to add.
Comments of Monitoring Officer	Is report author.

Please say if this report will require the making of a key decision

No

Survey for Members

Please indicate if you have been a member for more than a year

- ☐ Yes
 - ☐ No

Balancing rules and trust

Supporting the genuine motivation of people whilst continuing to ensure that those who do breach the rules are discouraged is a key issue.

[illegible]

The organisations' values have been communicated to officers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The organisations' values have been communicated to local communities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The organisations' values have been communicated to local partnerships	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The importance of high ethical standards is communicated (via for example, training, meetings, newsletters, the local media and the Council website) to members	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The importance of high ethical standards is communicated to officers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<i>Always</i>	<i>Usually</i>	<i>S'times</i>	<i>Rarely</i>	<i>Never</i>	<i>Don't know</i>
The importance of high ethical standards is communicated to local communities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The importance of high ethical standards is communicated to local partnerships	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The Council seeks to meet the needs of its diverse communities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The Council ensures that officers come from diverse backgrounds	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The Council ensures that staff are appropriately skilled to meet the needs of its diverse communities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Members are a focus for positive change	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<i>Always</i>	<i>Usually</i>	<i>S'times</i>	<i>Rarely</i>	<i>Never</i>	<i>Don't know</i>

Members treat users of Council services fairly						
Members treat other members fairly						
Members treat officers fairly						
Officers treat users of Council services fairly						
Officers treat members fairly						
Officers treat other officers fairly						
	<i>Always</i>	<i>Usually</i>	<i>S'times</i>	<i>Rarely</i>	<i>Never</i>	<i>Don't know</i>
Appropriate guidance is provided for members on equalities and human rights issues						
Appropriate guidance is provided for officers on equalities and human rights issues						
The Leader of the Council is a positive role model in terms of ethical behaviour						
The Leader of the Council proactively promotes the importance of the ethical agenda						
The Chief Executive is a positive role model in terms of ethical behaviour						
The Chief Executive proactively promotes the importance of the ethical agenda						
	<i>Always</i>	<i>Usually</i>	<i>S'times</i>	<i>Rarely</i>	<i>Never</i>	<i>Don't know</i>
The Council's leadership values the role of the monitoring officer						
The Monitoring Officer is actively supported by the Chief Executive						

[illegible]

Transparency

Ensuring transparency in the way the Council carries out its business is a key component of ethical governance

[illegible]

[illegible]

[illegible]

[illegible]

Survey for Officers

Please indicate if you have been a officer for more than a year

- ☐ Yes
 - ☐ No

Balancing rules and trust

Supporting the genuine motivation of people whilst continuing to ensure that those who do breach the rules are discouraged is a key issue.

[illegible]

[illegible]

Leadership

Encouraging good conduct in the Council is the responsibility of members and of officers

[illegible]

The Council seeks to meet the needs of its diverse communities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The Council ensures that officers come from diverse backgrounds	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The Council ensures that staff are appropriately skilled to meet the needs of its diverse communities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Members are a focus for positive change	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<i>Always</i>	<i>Usually</i>	<i>S'times</i>	<i>Rarely</i>	<i>Never</i>	<i>Don't know</i>
Members treat users of Council services fairly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Members treat other members fairly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Members treat officers fairly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Officers treat users of Council services fairly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Officers treat members fairly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Officers treat other officers fairly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<i>Always</i>	<i>Usually</i>	<i>S'times</i>	<i>Rarely</i>	<i>Never</i>	<i>Don't know</i>
Appropriate guidance is provided for members on equalities and human rights issues	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Appropriate guidance is provided for officers on equalities and human rights issues	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The Leader of the Council is a positive role model in terms of ethical behaviour	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The Leader of the Council proactively promotes the importance of the ethical agenda	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The Chief Executive is a positive role model in terms of ethical behaviour	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The Chief Executive proactively promotes the importance of the ethical agenda	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<i>Always</i>	<i>Usually</i>	<i>S'times</i>	<i>Rarely</i>	<i>Never</i>	<i>Don't know</i>

The Council's leadership values the role of the monitoring officer						
The Monitoring Officer is actively supported by the Chief Executive						
The Council's Monitoring Officer is able to carry out her/his role appropriately						
The Monitoring Officer proactively promotes the ethical agenda						
The Council's approach to promoting high ethical standards is encouraging appropriate behaviour across the Council						
The Council's approach to promoting high ethical standards is helping to build public's confidence in local democracy						

Ensuring transparency in the way the Council carries out its business is a key component of ethical governance

[illegible]

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