

WEST MIDLANDS FIRE AND RESCUE AUTHORITY

Standards Committee

14th December 2009

1. **ASSESSMENT MADE CLEAR - LOCAL ASSESSMENT OF COMPLAINTS - DVD**

Report of the Monitoring Officer.

RECOMMENDED

THAT the Standards Committee view the “Assessment made clear” DVD and discuss any learning points.

That members of the Standards Committee provide comments and feedback on the DVD and submit this to the Standards Board for England.

2. **PURPOSE OF REPORT**

- 2.1 To facilitate the Standards Committee viewing the “Assessment made clear” DVD and using it as part of its learning programme.

3. **BACKGROUND**

- 3.1 The “Assessment made clear” DVD is designed to help Standards Committee members and local authority officers involved in the assessment of complaints about elected or co-opted members. It goes through the four stages of the assessment process, looking at important or contentious issues along the way. These stages are pre-assessment, assessment, decision and review.
- 3.2 Dramatised case studies are used to demonstrate the criteria that guide each decision, including whether any investigation should be conducted locally or referred to Standards for England. It is also shown when it may be appropriate to take no action or other action.

- 3.3 There have been no complaints against members of the West Midlands Fire and Rescue Authority and therefore members of the Standards Committee have not been engaged in the practical process of assessment. The DVD provides a valuable opportunity to observe the assessment process in action, to discuss any learning points and to use this as a training and development exercise.
- 3.4 The Standards Board for England would like to know what people think of the DVD and have requested comments and feedback (Appendix 1).

4. **EQUALITY IMPACT ASSESSMENT**

- 4.1 In preparing this report an initial Equality Impact Assessment is not required and has not been carried out.

5. **LEGAL IMPLICATIONS**

- 5.1 The Standards Committee, through its Sub-Committees, has the legal duty to carry out assessments of complaints.
- 5.2 The Standards Board for England provides advice, guidance and support to standards committees and local authorities and has published this DVD. It is also the strategic regulator on standards and ethical issues relating to members.

6. **FINANCIAL IMPLICATIONS**

- 6.1 The DVD was distributed in October 2009 by the Standards Board for England at no cost to the local authorities. Additional copies cost £12.50 each.

N SHARMA
MONITORING OFFICER