

Question	Positive Response %	Negative Response %	Audit Opinion	Management Response	Officer	Deadline
1 Do you think that public perception of ethical standards within the council is good?	63	37	ok	Accepted	n/a	n/a
2 Do you think than standards of ethical conduct in the authority are high?	87	13	ok	Accepted	n/a	n/a
3 Is there any complacency about standards of conduct amongst members?	16	84	ok	Accepted	n/a	n/a
4 Is there any complacency about standards of conduct amongst officers?	19	81	ok	Accepted	n/a	n/a
5 Do you think that Members generally see themselves as having a role in ensuring good conduct and high standards on the part of others?	66	34	ok	Accepted	n/a	n/a
6 Do you think that Officers generally see themselves as having a role in ensuring good conduct and high standards on the part of others?	89	11	ok	Accepted	n/a	n/a
7 Do you see yourself as having a role in ensuring good conduct and high standards on the part of others?	95	5	ok	Accepted	n/a	n/a
8 Do you think that Standards issues are perceived as being owned by Members and Employees generally?	68	32	ok	Accepted	n/a	n/a
9 Are you aware of the employees code of conduct?	91	9	ok	Accepted	n/a	n/a
10 Have you received any training related to the employees code of conduct?	13	87	action needed	Training is included at induction for new Members of staff, and a hard copy of the code is included in starter packs. Similarly a copy of the code is available on the intranet. Discussions have taken place with the Council's Organisational Development Team with a view including information on the Code in a new "Standards & Governance" training module (likely to be PC based)	Governance Panel / OD Team	Dec-08
11 Do you know where to seek advice on issues relating to the employees code of	77	23	ok	Accepted	n/a	n/a
12 Are you aware that a Members Code of Conduct exists?	63	37	ok	Accepted	n/a	n/a

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13 Have you received relevant training on issues relating to the Members Code of Conduct?	6	94	ok	Considered ok as not expected that all Officers be trained on Members code of conduct	n/a	n/a
14 Do you know where to seek advice on issues relating to the Members code of conduct?	36	64	ok	Accepted	n/a	n/a
15 Do you think there is a common understanding on how to deal with conflicts of interests?	54	46	action needed	The system for registering conflicts of interest has now been incorporated into the on-line Gifts & Hospitality Register; declarations will continue to be monitored and reported to the Audit Committee.	Head of Strategic Finance	DONE
16 Are you aware of the Council's Constitution?	64	35	action needed	Discussions have taken place with the Council's Organisational Development Team with a view to developing a new "Standards & Governance" training module (likely to be PC based)	Governance Panel / OD Team	Dec-08
17 Are you aware of the Terms of Reference for Cabinet, Executive Scrutiny Committees etc?	45	55	action needed	Discussions have taken place with the Council's Organisational Development Team with a view to developing a new "Standards & Governance" training module (likely to be PC based)	Governance Panel / OD Team	Dec-08
18 Are you aware of Schemes of Delegation for Cabinet, Executive Scrutiny Committees etc?	44	56	action needed	Discussions have taken place with the Council's Organisational Development Team with a view to developing a new "Standards & Governance" training module (likely to be PC based)	Governance Panel / OD Team	Dec-08
19 Are you aware of Officers Scheme of Delegation?	53	47	action needed	Discussions have taken place with the Council's Organisational Development Team with a view to developing a new "Standards & Governance" training module (likely to be PC based)	Governance Panel / OD Team	Dec-08
20 Do you have an appreciation of the levels of conduct expected of a council officer and member?	85	15	ok	Accepted	n/a	n/a
21 Do you think that members of the public have a good understanding of the processes relating to the conduct of the Council's business?	15	85	action needed	Public perception to be gauged through consultation	Research & Consultation Coordinator	Mar-09
22 Do you think that the Council's practices and procedures are easy to understand?	49	51	action needed	Will strive to make use of plain english	Governance Panel	Ongoing
23 Do you think that the Council consistently follows proper procedures?	82	18	ok	Accepted	n/a	n/a

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24 Are you aware of the Council's core purpose and values?	90	10	ok	Accepted	n/a	n/a
25 Do you broadly understand the roles and responsibilities of Cabinet Members?	67	23	ok	Accepted	n/a	n/a
26 Do you broadly understand the roles and responsibilities of the Chief Executive?	83	17	ok	Accepted	n/a	n/a
27 Do you broadly understand the roles and responsibilities of the Section 151 Officer (Finance)?	46	54	action needed	Discussions have taken place with the Council's Organisational Development Team with a view to developing a new "Standards & Governance" training module (likely to be PC based)	Governance Panel / OD Team	Dec-08
28 Do you broadly understand the roles and responsibilities of the Monitoring Officer (head of Legal Services)	49	51	action needed	Discussions have taken place with the Council's Organisational Development Team with a view to developing a new "Standards & Governance" training module (likely to be PC based)	Governance Panel / OD Team	Dec-08
29 Do you think that Officers are clear as to their roles and accountabilities?	85	15	ok	Accepted	n/a	n/a
30 Are you clear about your roles and accountabilities?	97	3	ok	Accepted	n/a	n/a
31 Are you clear as to who is responsible for what under the Council's structure?	83	17	ok	Accepted	n/a	n/a
32 Do you think that members of the public are clear as to who is responsible for what under the Council structure?	14	86	action needed	Public perception to be gauged through consultation	Research & Consultation Coordinator	Mar-09
33 Are you aware of the procedures for dealing with gifts and hospitality offered to or received by Officers?	96	4	ok	Accepted	n/a	n/a
34 Are you aware of the protocol on Member / Officer working relations?	55	45	action needed	Discussions have taken place with the Council's Organisational Development Team with a view to developing a new "Standards & Governance" training module (likely to be PC based)	Governance Panel / OD Team	Dec-08

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35 Are you aware of the Council's Statutory Forward Plan which is published monthly?	45	55	action needed	The forward plan is available to officers on the intranet; availability will be promoted further.	Head of Democratic Services	Mar-09
36 Are you familiar with your departments scheme of officer delegations?	64	36	action needed	Training / awareness raising will be undertaken through Departmental Management Teams	Deaprtmental Heads of Finance	Dec-09
37 Are you clear about the procedures for officer delegated decision making and recording?	60	40	action needed	Discussions have taken place with the Council's Organisational Development Team with a view to developing a new "Standards & Governance" training module (likely to be PC based)	Governance Panel / OD Team	Dec-08
38 Is there good access to general information about the Council?	85	15	ok	Accepted	n/a	n/a
39 Do you receive clear information about the work of the Council which is relevant to you?	86	14	ok	Accepted	n/a	n/a
40 Do you think there is an understanding throughout the authority of the new ethical framework introduced by the Local Government Act 2000?	24	76	action needed	Discussions have taken place with the Council's Organisational Development Team with a view to developing a new "Standards & Governance" training module (likely to be PC based)	Governance Panel / OD Team	Dec-08
41 Do you understand the role and responsibilities of the Councils Standards Committee?	33	67	action needed	Discussions have taken place with the Council's Organisational Development Team with a view to developing a new "Standards & Governance" training module (likely to be PC based)	Governance Panel / OD Team	Dec-08
42 Are you aware of the Council's anti-fraud and corruption strategy?	47	53	action needed	The Anti Fraud & Corruption Strategy was updated in January 2008 and presented for Member's approval at the meeting in February 2008. The Strategy contains the following documents:- Anti-Fraud & Corruption Policy Whistleblowing Policy Housing Benefit and Council Tax Benefit Fraud Prosecution Policy Standards of Conduct	Head of Internal Audit	DONE

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				<p>Member's Guidance on Outside Bodies Code of Corporate Governance Anti-Money Laundering Guidance</p> <p>As part of the National Fraud Initiative Data Matching exercise the level of awareness of the anti-fraud culture within the Authority has been raised. Fair processing notices have been placed with respect to the following:-</p> <p>Payroll Personal Licences to supply alcohol Housing Housing Benefits Council Tax Benefits Blue Badge Disability Parking Permits Resident's Parking Permits Market Trader Licences Taxi Driver Licences</p> <p>Further awareness raising in conjunction with Corporate OD.</p>	<p>Head of Internal Audit</p> <p>Governance Panel / OD Team</p>	<p>DONE</p> <p>Dec-08</p>
43 Are you aware of the Council's whistle blowing policy?	74	26	ok	Accepted	n/a	n/a
44 Do you believe that the Council's whistle blowing policy is used without fear or reprisal?	40	60	action needed	The Policy has recently been updated and offers assurances to staff that it will be applied without fear of reprisal. This message will continue to be reinforced.	Head of Internal Audit	DONE