



BROMSGROVE DISTRICT COUNCIL

MEETING OF THE STANDARDS COMMITTEE

THURSDAY 9TH OCTOBER 2014 AT 6.00 P.M.

COMMITTEE ROOM, THE COUNCIL HOUSE, BURCOT LANE, BROMSGROVE

MEMBERS: Councillors: D. W. P. Booth, M. A. Bullivant, B. T. Cooper,
S. J. Dudley, C. M. McDonald, C. R. Scurrall, R. J. Shannon,
C. J. Spencer and L. J. Turner

Parish Councils' Representatives (non-voting co-opted): Mr. J. Cypher
and Mr. I. A. Hodgetts

Observer – Deputy Parish Councils' Representative (non-voting co-
opted): Mrs. K. May

AGENDA

1. Election of Chairman for the ensuing municipal year
2. Election of Vice-Chairman for the ensuing municipal year
3. To receive apologies for absence and notification of substitutes
4. Declarations of Interest

To invite Councillors to declare any Disclosable Pecuniary Interests and/or Other Disclosable Interests they may have in items on the agenda, and to confirm the nature of those interests.

5. To confirm the accuracy of the minutes of the meeting of the Standards Committee held on 9th January 2014 (Pages 1 - 4)
6. Monitoring Officer's Report (Pages 5 - 8)

[To receive a report from the Monitoring Officer of any matters of relevance to the Committee.]

7. Parish Councils' Representatives' Report

[To receive an oral report from the Parish Councils' Representatives on any matters of relevance to the Committee.]

8. Localism Act 2011 - Standards Regime - Dispensations (Pages 9 - 14)

[To consider the granting of a dispensation to a Member under s33 of the Localism Act 2011 and to remove another Member from the existing list of dispensations.]

9. Work Programme (Pages 15 - 20)

[To consider the future Work Programme of the Committee.]

10. To consider any other business, details of which have been notified to the Head of Legal, Equalities and Democratic Services prior to the commencement of the meeting and which the Chairman, by reason of special circumstances, considers to be of so urgent a nature that it cannot wait until the next meeting

11. To consider, and if considered appropriate, to pass the following resolution to exclude the public from the meeting during the consideration of item(s) of business containing exempt information:-

[Should it prove necessary, in the opinion of the Chief Executive, to exclude the public from the meeting at any point during the proceedings in relation to any item(s) of business on the grounds that either exempt and/or confidential information is likely to be divulged, the following resolution(s) will be moved:

"That under Section 100 I of the Local Government Act 1972, as amended, it/they involve the likely disclosure of exempt information as defined in Part I of Schedule 12A to the Act, as amended, the relevant paragraphs of that part being (*...to be specified by the Chairman at the meeting*), and that it is in the public interest to do so.", and/or

"That under Section 100 A of the Local Government Act 1972, as amended, it/they involve the likely disclosure of confidential information which would be in breach of an obligation of confidence."]

K. DICKS
Chief Executive

The Council House
Burcot Lane
BROMSGROVE
Worcestershire
B60 1AA

30th September 2014



INFORMATION FOR THE PUBLIC

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- Meeting Agendas
- Meeting Minutes
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BROMSGROVE DISTRICT COUNCIL

MEETING OF THE STANDARDS COMMITTEE

THURSDAY, 9TH JANUARY 2014 AT 6.00 P.M.

PRESENT: Councillors M. A. Bullivant (Vice-Chairman), B. T. Cooper,
C. M. McDonald, C. J. Spencer and L. J. Turner

Parish Councils' Representatives: Mr. I. A. Hodgetts and Mrs. K. May
(substituting for Mr. J. Cypher)

Observer: Mr. E. M. Nock (Independent Person)

Officers: Mrs. C. Felton and Ms. D. Parker-Jones

18/13 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors D. W. P. Booth, S. J. Dudley and M. A. Sherrey, and from Mr. J. Cypher (Parish Councils' Representative).

19/13 **DECLARATIONS OF INTEREST**

No declarations of interest were received.

20/13 **MINUTES**

The minutes of the meeting of the Standards Committee held on 10th October 2013 were submitted.

RESOLVED that the minutes be approved as a correct record.

21/13 **MONITORING OFFICER'S REPORT**

The Monitoring Officer (MO) introduced her report.

Members noted that two complaints had been received against councillors (one district and one parish) during the period October to December 2013, both of which were currently being dealt with by the MO.

Regarding Member training, the MO advised that the training topics detailed in the report had been agreed by the Member Development Steering Group.

Two dates in late January had been identified for Chairmanship Skills training and Officers were currently liaising with the relevant Members to ascertain the best date for this. The chairmen and vice-chairmen of the Council's

committees/boards would be included in the training but not necessarily the scrutiny task group chairmen. The training was to be provided by an external trainer and would be tailored to the specific needs of the Council.

One of the Parish Councils' Representatives recommended an external trainer for possible future training. The MO responded that she was shortly due to speak with the trainer in question on a separate matter.

RESOLVED that the contents of the report and the additional information provided by the Monitoring Officer at the meeting be noted.

22/13 **PARISH COUNCILS' REPRESENTATIVES' REPORT**

Mrs. May advised that the Parish Councils had now received the Council Tax support grant payments from the District Council, which had been gratefully received.

RESOLVED that the position be noted.

23/13 **LOCALISM ACT 2011 - STANDARDS REGIME - DISPENSATIONS**

The Committee was asked to consider the granting of a number of general dispensations under Section 33 of the Localism Act 2011, to enable Members to participate and vote in certain matters as detailed in the report.

The Monitoring Officer (MO) explained the background to the proposed dispensations and highlighted the suggested caveat to the dispensations set out at paragraph 3.9 of the report. The caveat suggested that if the Committee granted the dispensations they might do so on the basis that each time a Member wished to exercise an exemption, the Member first discuss with the MO the matter under consideration to ensure that the dispensation was appropriate in the context of the decision being taken.

RESOLVED

- (a) that subject to the caveat detailed at paragraph 3.9 of the report, requiring that Members wishing to exercise exemption first discuss the matter under consideration with the Monitoring Officer to ensure that dispensation was appropriate in the context of the decision being taken, dispensations under Section 33 (2) of the Localism Act 2011 to allow the Members listed in the table below to participate and vote at Council and committee meetings be granted; and

Member(s)	Relevant DPI	Reason for dispensation
Cllr Sean Shannon and Cllr Elaine Shannon	Director of BHI (Bromsgrove Housing Initiatives) / spouse of Director of BHI	To allow participation in debates concerning housing issues; it is considered that it would be in the interests of the public to allow Members with knowledge of housing issues to

		contribute to any relevant debates.
Cllr Margaret Buxton, Cllr Rory Shannon, Cllr Luke Mallett and Cllr Chris Bloore	Officer for Unison or spouse/partner to officer for Unison	To allow participation in debates concerning employment / staffing issues in relation to the authority.
Cllr Del Booth, Cllr Margaret Sherrey, Cllr Roy Clarke, Cllr Rod Laight, Cllr Peter Lamma and Cllr John Ruck	The Artrix Holding Trust (Bromsgrove Arts Development Trust)	To allow participation in debates concerning the Artrix theatre generally but not in relation to funding issues.
Cllr Jonathan Boulter, Cllr Janice Boswell, Cllr James Brogan, Cllr June Griffiths and Cllr Caroline Spencer	The Artrix Operating Trust (Bromsgrove Arts Centre Trust)	To allow participation in debates concerning the Artrix Theatre generally but not in relation to funding issues.
Cllr Luke Mallett	Employee of the British Heart Foundation	To allow participation in debates or decisions regarding health improvement or public health and well-being generally.
Cllr James Brogan and Cllr Jonathan Boulter	Employees of Health Trusts	As above

- (b) that the dispensation referred to at (a) above be valid until the first Standards Committee meeting after the District Council elections in 2015.

24/13 **REVIEW OF LOCAL PROTOCOL ON RELATIONS BETWEEN MEMBERS AND MEMBER-OFFICER PROTOCOL**

As part of the Standards Committee's Terms of Reference under the Council's Constitution Members reviewed the Local Protocol on Relations between Members and the Member-Officer Protocol. The Protocols outlined general guiding principles relating to Member-Member and Member-Officer relations and conduct.

The Monitoring Officer (MO) stated that Members had been largely responsible for drafting and updating the Protocols over the years, and that she had been granted delegated authority to make any required minor amendments to the Protocols.

The Committee felt that it was important for Members to adhere to the principles outlined in the Protocols and for Members to act in a way that secured public confidence in local government. The MO added that complaints against Members for alleged breaches of the Members' Code of Conduct were dealt with under the separate agreed Arrangements for Managing Standards Complaints under the Localism Act 2011.

Members did not feel that any significant changes were required to the Protocols. Where references appeared in the Protocols to defunct organisations such as the Standards Board for England it was noted that the MO would make the necessary amendments under delegated authority. It was further agreed that the wording of point 4.3 of the Member-Officer Protocol be amended by the MO to state that Officers should generally be addressed as “Mr. XX” or “Mrs. XX”, as it was felt there might be occasion where the use of alternative titles such as Ms or Miss might be appropriate.

RESOLVED that subject to the minor amendments to be made by the Monitoring Officer under delegated authority, as detailed in the preamble above, the Local Protocol on Relations between Members and the Member-Officer Protocol remain unchanged.

25/13 **WORK PROGRAMME**

The Monitoring Officer (MO) advised Members that the Group Leaders were currently undertaking a Constitutional Review, which would involve looking at all aspects of the Constitution. She added that this might impact on the Annual Review of the Operation of the Standards Committee item scheduled for the 3rd April 2014 meeting of the Committee, which the MO undertook to keep the Chairman of the Committee apprised of.

RESOLVED that the update provided by the Monitoring Officer, as detailed in the preamble above, be noted and the Work Programme approved.

The meeting closed at 6.25 p.m.

Chairman

STANDARDS COMMITTEE

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MONITORING OFFICER'S REPORT

Relevant Portfolio Holder	Councillor Margaret Sherrey
Portfolio Holder consulted	
Relevant Head of Service	Claire Felton, Head of Legal, Equalities and Democratic Services and Monitoring Officer
Wards affected	All Wards
Ward Councillor consulted	N/A
Non-Key Decision	

1. SUMMARY OF PROPOSALS

- 1.1 This report sets out the position in relation to key matters which are of relevance to the Standards Committee.
- 1.2 A report of this nature is presented to each meeting of the Committee to ensure that Members are kept updated as to any relevant developments.
- 1.3 Any further updates arising after publication of this report will be reported orally by Officers at the meeting.

2. RECOMMENDATIONS

That the Committee note the report and comment on any aspects of this, as appropriate.

3. KEY ISSUES

Financial Implications

- 3.1 There are no financial implications arising out of this report.

Legal Implications

- 3.2 The Localism Act became law on 15th November 2011. Chapter 7 of Part 1 of the Localism Act 2011 introduced a new standards regime effective from 1st July 2012. The Act places a requirement on authorities to promote and maintain high standards of conduct by Members and co-opted (with voting rights) Members of an authority. The Act also requires the authority to have in place arrangements under which allegations that either a district or parish councillor has breached his or her Code of Conduct can be investigated, together with arrangements under which decisions on such allegations can be made. The Relevant Authorities (Disclosable Pecuniary Interests)

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Regulations 2012 were laid before Parliament on 8th June 2012 and also came into force on 1st July 2012.

Service / Operational Implications

Member Complaints

3.3 During the period from January 2014 to August 2014 six Code of Conduct complaints were received. One complaint related to a District Councillor and this is currently being dealt with by the Monitoring Officer (MO) following consultation with the Independent Person. The five remaining complaints related to Parish Councillors as follows:-

- (1) Complaint that a Parish Councillor had failed to declare an “Other Disclosable Interest” (ODI) at a Parish Council meeting on 18th February 2013 (14 months earlier).
The complaint was upheld by the MO. The Member acknowledged the oversight. The MO offered training to the individual Member and the Parish Council as a whole on interests and their declaration at meetings.
- (2) Complaint questioning whether the proper process for planning consultation with the Parish Council had been followed and comments made by the Parish Councillor during the meeting.
The way the Parish Council had dealt with public participation in a meeting had led to confusion – and the complaint, when there was an “open” discussion about a local planning proposal, before the meeting. Formal consideration of the matter took place during the meeting in the usual way. Accordingly, the Councillor had not taken non-material planning matters into consideration nor shown a lack of respect for the applicant.
- (3) Complaint that a Parish Councillor had failed to disclose an interest in another parish organisation on named dates of Parish Council meetings.
This complaint was unfounded as the Councillor was not a member of the other organisation on those dates.
- (4) A further complaint was made that the Parish Councillor at (1) had failed to declare the same ODI as the earlier complaint, on 17th February 2014.
This complaint related to a meeting that had taken place some five months earlier, before the original complaint relating to the meeting in February 2013 had been made (and before the offer of training had been made by the MO). The Member agreed that the position was the same as in 2013 and agreed to apologise for the oversight at the next Parish Council meeting.

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(5) A further complaint was made that the Parish Councillor at (3) had not declared the same ODI at a meeting of the Parish Council on 16th June 2014.

This complaint was unfounded as there was no business before the meeting on that occasion relating to the organisation in question that would have required a declaration to have been made.

- 3.4 Of the two complaints referenced in the January 2014 MO's report, the District complaint has been resolved informally save for one outstanding action.
- 3.5 The other remains on-going with the agreement and co-operation of the Chairman and the Councillors of the Parish concerned, and the MO and the Deputy Monitoring Officer are continuing to provide support and training.
- 3.6 In addition to the Parish matters referred to above the MO has been involved in the resolution of a number of issues raised by residents in relation to Parish matters. These have not in themselves related to the Code but they have nevertheless led to the MO giving advice and guidance to Parishes on process and training needs.

Member Training

- 3.7 Since the last meeting of the Committee, various events have been offered to Councillors, including:
- Planning (hosted by Redditch Borough Council) for two evenings;
 - Audit;
 - Licensing prior to two meetings of the Committee;
 - A briefing on Illegal money laundering, to increase awareness of work in this area and support members in their ward work;
 - A briefing on the District Plan, to bring Members up to date on feedback from the Inspector; and
 - Training on using the iPads provided to Councillors.
- 3.8 Unfortunately a course on Chaining skills had to be postponed as the trainer was taken ill, but Officers are looking to arrange a new date shortly.
- 3.9 Officers are working with the Member Development Steering Group to bring together an appropriate induction for District Councillors following the elections in May 2015.

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Standards Committee & Constitution Working Group

- 3.10 The Monitoring Officer, Democratic Services Manager and three Group Leaders are currently looking at the operation of the Standards and other Committees as part of the Constitution Working Group. This held its first meeting on 18th September 2014. Members are advised that all constitutional changes will form the basis of a wider report to Council and that if Members have any particular matters that they wish the Constitutional Working Group to consider as part of this work that they liaise through their Group Leader. In respect of the operation of the Standards Committee, if any non-voting parish representatives wish to make any particular comments the Monitoring Officer would be happy to receive any written representations and report the same to the Constitutional Working Group.

Customer / Equalities and Diversity Implications

- 3.11 Any process for managing standards of behaviour for elected and co-opted councillors must be accessible to the public. It is therefore proposed that an impact assessment will be carried out on the complaints process when established, to ensure accessibility.
- 3.12 In addition, it is proposed that the new arrangements will be publicised on the Council's website and that Officers will work to ensure that members of the public are made aware of the process for making a complaint through all existing community engagement events.

4. RISK MANAGEMENT

The main risks associated with the details included in this report are:

- Risk of challenge to Council decisions; and
- Risk of complaints about elected Members.

5. APPENDICES

None

6. BACKGROUND PAPERS

Chapter 7 of the Localism Act 2011.

AUTHOR OF REPORT

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STANDARDS COMMITTEE

9th October 2014

LOCALISM ACT 2011 – STANDARDS REGIME – DISPENSATIONS

Relevant Portfolio Holder	Councillor Margaret Sherrey
Portfolio Holder Consulted	Yes
Relevant Head of Service	Claire Felton, Head of Legal, Equalities and Democratic Services and Monitoring Officer
Ward(s) Affected	All Wards
Ward Councillor(s) Consulted	N/A
Non-Key Decision	

1. SUMMARY OF PROPOSALS

To consider the granting of a dispensation under s33 of the Localism Act 2011 to enable a Member to participate and vote in the matters detailed in Appendix 1 to this report.

2. RECOMMENDATIONS

The Committee is asked to RESOLVE that

- 1) the Standards Committee consider granting a dispensation under Section 33 (2) of the Localism Act 2011 to allow the Member listed in the appended table to participate in and vote at Council and committee meetings; and
- 2) the dispensation referred to at 1) above be valid until the first Standards Committee meeting after the local elections in 2015.

3. KEY ISSUES

Financial Implications

- 3.1 None.

Legal Implications

- 3.2 In January this year the Committee granted a number of dispensations under Section 33 of the Localism Act 2011 in respect of Disclosable Pecuniary Interests (“DPI”). The dispensations granted at that time last until the first Standards Committee meeting following the local elections in 2015.
- 3.3 Section 33 (1) requires that a Member must make a written request for a dispensation.
- 3.4 Section 33 (3) provides that a dispensation must specify the period for which it has effect and that period may not exceed 4 years.

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- 3.5 Following recent changes, the Committee is asked to remove one member from the list of dispensations and grant a new one to another. Details are set out in the appendix to this report.

Service / Operational Implications

- 3.6 Under s31 (4) of the Localism Act 2011 a Member who has a DPI in a matter under consideration is not permitted to participate in the discussion or vote on the matter unless s/he has first obtained a dispensation under s33.
- 3.7 The consideration of whether to grant a dispensation under s33 has been delegated to the Standards Committee.
- 3.8 Section 33 (2) includes a number of situations where a dispensation can be considered, but should be granted "only if, after having regard to all relevant circumstances" the Committee considers that one of those situations applies.
- 3.9 The statutory grounds under s33 (2) for the granting of a dispensation are where the authority –
- “(a) considers that without the dispensation the number of persons prohibited by section 31(4) from participating in any particular business would be so great a proportion of the body transacting the business as to impede the transaction of the business,
 - (b) considers that without the dispensation the representation of different political groups on the body transacting any particular business would be so upset as to alter the likely outcome of any vote relating to the business,
 - (c) considers that granting the dispensation is in the interests of persons living in the authority’s area,
 - (d) if it is an authority to which Part 1A of the Local Government Act 2000 applies and is operating executive arrangements, considers that without them dispensation each member of the authority’s executive would be prohibited by section 31(4) from participating in any particular business to be transacted by the authority’s executive, or
 - (e) considers that it is otherwise appropriate to grant a dispensation.”
- 3.10 The Monitoring Officer considers that if Members were minded to grant this dispensation that they may wish to do so on the basis that each time a Member wishes to exercise the exemption that they first discuss the matter under consideration with the Monitoring Officer to ensure that the dispensation is appropriate in the context of the decision being taken.

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Customer / Equalities and Diversity Implications

3.11 None.

4. RISK MANAGEMENT

The granting of general dispensations by the Committee will, subject to receipt of a written request from Members for such a dispensation, clarify, for the avoidance of any doubt, Members' ability to participate in and vote at Council and committee meetings on certain matters as part of the Council's decision-making process.

5. APPENDICES

Appendix 1 – table of Dispensations.

6. BACKGROUND PAPERS

Section 33 of the Localism Act 2011.

AUTHOR OF REPORT

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Tel: 01527 881429

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Agenda Item 8

Standards Committee – 9th October 2014

APPENDIX 1

Member(s)	Relevant DPI	Reason for dispensation
Cllr Jonathan Boulter	The Artrix Operating Trust	To remove the dispensation as Councillor Boulter is no longer a Trustee.
Councillor Keith Grant-Pearce	The Artrix Operating Trust (Bromsgrove Arts Centre Trust)	To allow participation in debates concerning the Artrix Theatre generally but not in relation to funding issues.

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WORK PROGRAMME

Relevant Portfolio Holder	Councillor Margaret Sherrey
Portfolio Holder Consulted	
Relevant Head of Service	Claire Felton, Head of Legal, Equalities and Democratic Services and Monitoring Officer
Wards Affected	All Wards
Ward Councillor Consulted	N/A
Non-Key Decision	

1. SUMMARY OF PROPOSALS

Members are requested to consider the future Work Programme of the Standards Committee.

2. RECOMMENDATIONS

That, subject to any amendments made to it by the Committee, the Work Programme be approved.

3. KEY ISSUES

Financial Implications

- 3.1 There are no financial implications associated with the contents of this report.

Legal Implications

- 3.2 There are no legal implications associated with the contents of this report.

Service / Operational Implications

- 3.3 Under the Localism Act 2011 the Council has a duty to promote and maintain high standards of conduct by elected Members and co-opted Members (with voting rights), at both district and parish level. A new Standards Committee was therefore established in July 2012 to enable the Council to discharge its duties in this regard.
- 3.4 A Work Programme is beneficial to the Committee for the following reasons:
- (a) to ensure the Committee is fulfilling its roles and functions in accordance with the Council's Constitution and any prevailing legislation; and

STANDARDS COMMITTEE

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- (b) to enable Officers to be proactive in supporting the Committee and for the Committee to be equally proactive in introducing change to ensure the Council is an ethical organisation, which promotes and maintains high standards of conduct of Members, and is an organisation which relates to the community and which continually strives to improve the service it provides.
- 3.5 The Work Programme is attached at Appendix 1. The Committee's Terms of Reference, which were approved by Full Council on 19th June 2012, are attached for Members' information at Appendix 2.
- 3.6 The Work Programme will appear as a regular item on all Standards Committee agendas.
- 3.7 Officers will update the Work Programme, as appropriate, in between meetings, where necessary in consultation with the Chairman of the Committee. Any changes to this will be reported to the next meeting of the Committee, as appropriate. Members of the Committee are welcome to contact Officers at any time with suggestions for the Work Programme.
- 3.8 The Work Programme is linked to the Council's Improvement Objective.

Customer / Equalities and Diversity Implications

- 3.9 In terms of customer implications, a Work Programme will assist in informing Members, Officers and the public of the work being undertaken by the Committee in ensuring that the Council is an ethical organisation, which is well managed and is proactively working towards improvement.

4. RISK MANAGEMENT

There are no risk implications associated with the contents of this report.

5. APPENDICES

Appendix 1 - Standards Committee Work Programme
Appendix 2 - Standards Committee Terms of Reference

6. BACKGROUND PAPERS

None.

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9th October 2014

7. **KEY**

Not applicable.

AUTHOR OF REPORT

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STANDARDS COMMITTEE

9th October 2014

APPENDIX 1

STANDARDS COMMITTEE WORK PROGRAMME

[Note: Any items that it is proposed should be removed from the Work Programme are denoted by a strikethrough, with any new additions and/or rescheduled items appearing in bold italics.]

Meeting date	Item(s) for consideration
15th January 2015	
17th March 2015	<ul style="list-style-type: none"> • Annual Review of the Operation of the Standards Committee. • Calendar of meetings 2015/16.
July 2015 (2015/16 Municipal Year meeting dates yet to be set)	<ul style="list-style-type: none"> • Election of Chairman for the ensuing municipal year • Election of Vice-Chairman for the ensuing municipal year • Dispensations report (for Council Tax Setting, Budget Setting, Members' Allowances, Members' Speaking Rights and Outside Bodies – to go to the first meeting of the Committee following District Council Elections)
Item(s) for future meetings – date(s) to be determined	
<p>Note: All meetings of the Committee will include regular items such as:</p> <ul style="list-style-type: none"> • Minutes of previous meeting; • Monitoring Officer's Report; • Parish Councils' Representatives Report; • Relevant Member complaint and/or investigation updates; and • Work Programme. 	

STANDARDS COMMITTEE

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APPENDIX 2 STANDARDS COMMITTEE TERMS OF REFERENCE

Terms of Reference	<p>The Standards Committee will have the following roles and functions:</p> <ol style="list-style-type: none"> a. promoting and maintaining high standards of conduct by Councillors and any co-opted members of Council bodies; b. assisting the Councillors and co-opted members to observe the Members' Code of Conduct; c. advising the Council on the adoption or revision of the Members' Code of Conduct; d. monitoring the operation of the Members' Code of Conduct; e. advising, training or arranging to train Councillors and co-opted members on matters relating to the Members' Code of Conduct; f. granting dispensations to Councillors and co-opted members from requirements relating to interests set out in the Members' Code of Conduct; g. dealing with any report from the Monitoring Officer following an investigation into a complaint concerning the Members' Code of Conduct; h. considering and determining allegations that a Councillor or co-opted Councillor may have failed to follow the Code of Conduct and where a breach of the Code is established impose sanctions as delegated by Full Council or make recommendations as to any sanctions to the appropriate person or body. i. the exercise of g – h above in relation to the Parish Councils in the Council's area and the members of those parish Councils; j. monitoring, and reviewing the operation of the Protocol on Member-Officer relations; k. monitoring and reviewing the operation of the Protocol on Member-Member Relations.
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